Waipapa Taumata Rau
University of Auckland

B318 – Student Centre and Library

Operational Waste Management Plan

Prepared by	Waste Minimisation Specialist	Version	2.0
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INTRODUCTION

This is the Operational Waste Management Plan (OWMP) for the B318 Student Centre and Library development which is currently being designed and is expected to be completed in 2031. B318 is a new University building that consists of a 6-storey structure with a lower ground and a basement floor below. The building provides welcoming and gallery space, café, student support and club spaces and ground level and a replacement library/study spaces and flat floor teaching/bookable club space and staff accommodation above. The lower ground contains super labs, and the basement contains plant, loading and storage space.

B318 will serve as the primary waste collection hub for B315, B318 and B322. Waste generated within these facilities will be consolidated within the B318 basement collection room prior to contractor collection. This basement loading dock would effectively replace waste collection from both the Kate Edger Loading Dock and the Library loading dock.

B318 is being designed to be a Green Star rated building. Part of the accreditation includes an OWMP which is provided here and will be updated as the building develops. This plan will document our waste management systems and practices including what types of waste we will collect, how we will collect and measure it, and how we aim to reduce waste over time.

This OWMP establishes the waste management principles, systems and procedures that will govern the operation of the building. It identifies the waste streams to be managed, outlines collection, storage and monitoring arrangements, defines roles and responsibilities, and sets performance targets to support continuous improvement. The plan will be reviewed and updated as the building design develops and throughout the operational life of the facility to ensure alignment with best practice waste management and the University's sustainability goals.

STRATEGIC CONTEXT

Waipapa Taumata Rau, University of Auckland (the University) is on a journey to prevent, monitor and reduce waste. The university has been monitoring and managing utilities and waste since 1979 and can successfully demonstrate positive progress. The University has been ranked first in Oceania and fifth in the world for sustainability in the 2024 QS World University Sustainability Rankings and continues to make strategic and operational improvements.

This OWMP is supported by a number of strategic documents and goals, including a target to reduce waste by 50% by 2030. OWMPs are part of the Sustainable Estate and Operations Implementation Plan to embed the University's Te Taumata Tukuwaro-kore | Net Zero Carbon Strategy. Other strategic instruments that support the development of waste management plans are Taumata Teitei | Vision 2030 and Strategic Plan 2025, Te Rautaki Aronga Toitū | Sustainability Strategy and Te Rautaki Tūāpapa | Estate Strategy. An OWMP in this context is a tool for assessing, monitoring and reducing operational waste to perform well environmentally and help us reach our waste reduction targets.

OBJECTIVES

The main objectives of the OWMP are:

- To ensure waste is planned for and managed efficiently and sustainably, in alignment with Green Star requirements and key University strategies;
- To monitor, prevent and reduce waste, in alignment with our diversion and waste reduction targets;
- To document all our waste management practices and systems, and provide the context for reviewing them in future.

SCOPE

To be comprehensive and align with Green Star, this plan will:

- Identify the site boundary, the waste streams relevant to the project, and the individual roles responsible for delivering and reviewing the OWMP;
- Outline methods for encouraging the separation of waste streams, such as bins, storage areas, or recycling facilities in public areas as required;
- Identify storage areas for all waste streams and outline best practice safety and access requirements for their collection;
- Identify safe methods for vehicle access and transfer of waste;
- Set diversion from landfill targets and/or targets for reducing total materials generation (general waste materials and recyclable/reusable materials), as well as monitoring and measurement procedures for waste and recycling streams by weight; and
- Incorporate a review process to assess the success of the OWMP and make improvements, based on operational experience.

WASTE CATCHMENT AND SITE BOUNDARIES

The B318 Building will also accept waste from B315 and the new Plaza space.



Waste catchment within Sector 300 to be served by B318

WASTE STREAMS

The B318 Building will collect and divert the following waste streams and also allow room for innovation if other streams for diversion become applicable.

Waste Stream	Includes
Mixed Recycling Bottles & Cans, Glass	Plastics 1 and 2, glass bottles and jars, cans
Food Scraps (organics)	Food waste
Paper	Paper
Cardboard	Cardboard
General Waste (landfill)	Items not included in other categories
Secure Paper	Paper for secure destruction
Hazardous Waste	Paints, solvents from Performing Arts Space productions
E-Waste	IT, AV, white goods, batteries
Bulky Wastes	Office furniture e.g. Tables, Office desks, office chairs and pedestals Props from Performing Arts Space productions e.g. wood, scrap

WASTE SYSTEMS AND ZONES

The System

The B318 waste systems will include the following:

- Waste free zones
- Internal multi-stream waste stations
- Internal atrium/plaza bins
- Drinking stations for refilling reusable bottles
- A dedicated waste collection room
- Collection throughout the building by cleaners, (this may exclude for commercial spaces)
- Direct external waste collection, fulfilled by dedicated Waste Contractors.

The following systems will link in with the general B318 waste systems:

- Commercial spaces waste systems e.g. commercial tenancies including the foodcourt in B315
- Events waste systems

Waste-Free zones

B318 will have Waste-Free zones. In these areas, users are encouraged to utilise centrally located waste stations positioned outside these areas. Individual bins will not be provided in order to support waste reduction, improve recycling outcomes and reduce contamination. These areas include:

- Teaching spaces
- Small break out spaces

Internal waste and recycling provisions by Zone type

B318 will have dedicated waste and recycling points throughout the building for staff, students and stakeholders to separate out their wastes. These points will be located in the below areas, and will provide receptacles for the following waste streams:

- **Communal spaces**

  Within communal use spaces such as atriums and break out spaces a limited number of mixed waste recycling and landfill units will be provided to separate waste and recycling. Placed in strategic high-footfall areas, these units will likely be presented as 120l bespoke built in units that will be labelled for ease of identification and provide the necessary capacity for these spaces. In the case of events, additional resources will be brought in to support additional volumes of waste.

- **Staff offices**

  Once space is mapped the following format will apply; Communal large, shared office spaces will host 1 bank of method bins consisting of mixed recycling, landfill and paper. Any cardboard generated will be flat packed and placed next to the unit for servicing by the appointed contractor. A battery recycling place will also be supplied next to the bank of method bins, as well a locked 120l confidential waste bin, or confidential waste bags. E-waste recycling, confidential waste and bulky waste solutions will be supported by the submission of a works request via the Maximo help desk portal.

  Single occupancy offices, or limited occupancy offices will not have dedicated units within the office space. Provided will be a bank of method units consisting of mixed recycling, landfill and paper, and as with larger offices a battery recycling bin and 120l locked confidential waste bin, in close proximity e.g. adjacent corridor. These will be placed in a location that will service multiple single occupancy offices. If possible next to a central printer. E-waste recycling, confidential waste and bulky waste solutions will be supported by the submission of a works request via the Maximo help desk portal.

- **Staff office kitchens**

  All staff kitchens will be supplied with a food waste caddy, mixed recycling and landfill method bin.

- **Teaching spaces**

  Teaching spaces hosting over 100 students will host 1 bank of method bins consisting of mixed recycling and landfill. Smaller teaching spaces will be serviced by strategically placed banks of method bins outside of the dedicated teaching rooms with the expectation students remove waste from these teaching spaces, and use the banks supplied in the locality.

- **Commercial spaces**

  Building 318 will host a commercial space in the form of a cafe, occupied and operated by an outsourced catering contractor. The expectation will be that front of house will supply a mixed recycling and landfill bank of bins and/ or bespoke built in units as with communal spaces which will host greater capacity to support the volumes of waste generated. Back of house the contractor will be required to install mixed recycling, landfill and food waste bins. Back of house units will be serviced by the appointed outsourced catering staff and taken to the waste room and separated as required.

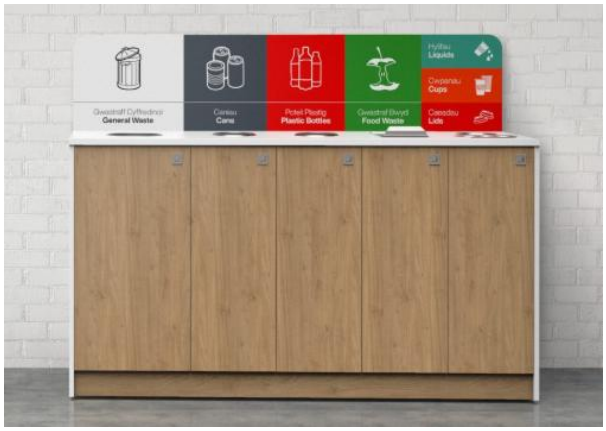
  In addition, the B315 food court will be set up with reusable cutlery and crockery reducing waste from that produced in the current food court which operates on a single use plastics model.

Servicing of waste and recycling receptacles

Appointed cleaning contractors will service all waste and recycling and paper bins throughout B318. The expectation is that the methodology for staff offices will be collection by trolley and transportation of bags to the waste collection room. For communal spaces that have 120L units with bespoke built in units an exchange will be done with empty units located in the waste room. Commercial operators in the building will transfer their wastes to the waste room.

Examples of internal waste and recycling receptacles

It is anticipated that UoA will procure bespoke units similar to the below to service its communal areas and potentially commercial spaces which it is anticipated will generate larger volumes of waste. Any bespoke units installed will align with National NZ Colour coding system. Yellow for Mixed Recycling, Grey for Paper and Red for Landfill.





For communal offices and recycling points in proximity to single occupancy offices, Method bins will be installed that align with National NZ Colour coding system. Yellow for Mixed Recycling, Grey for Paper and Red for Landfill.

EVENTS

Indoor Events

For all events hosted in B318 organizers of catered or non-catered events will be required to separate out waste generated to maximize recycling. Organizers of catered events will be specifically required to ensure waste is separated for recycling, as well as food wastes. Larger events delivered by the Universities outsourced catering supplier will ensure all wastes are separated for recycling as well as considering minimizing waste through providing reusable crockery, cutlery, cups, glasses.

Outdoor Events

There will be outdoor events held within the new Plaza Space. The University's Event Managers will work with the Waste Minimization Specialist and Cleaning Manager to ensure appropriate waste solutions are in place for all external large-scale events.

A small number of permanent, bespoke Waste and Recycling points will be strategically placed within the external plaza space to maximise recycling and minimise loose litter accumulating in an around dedicated seating.

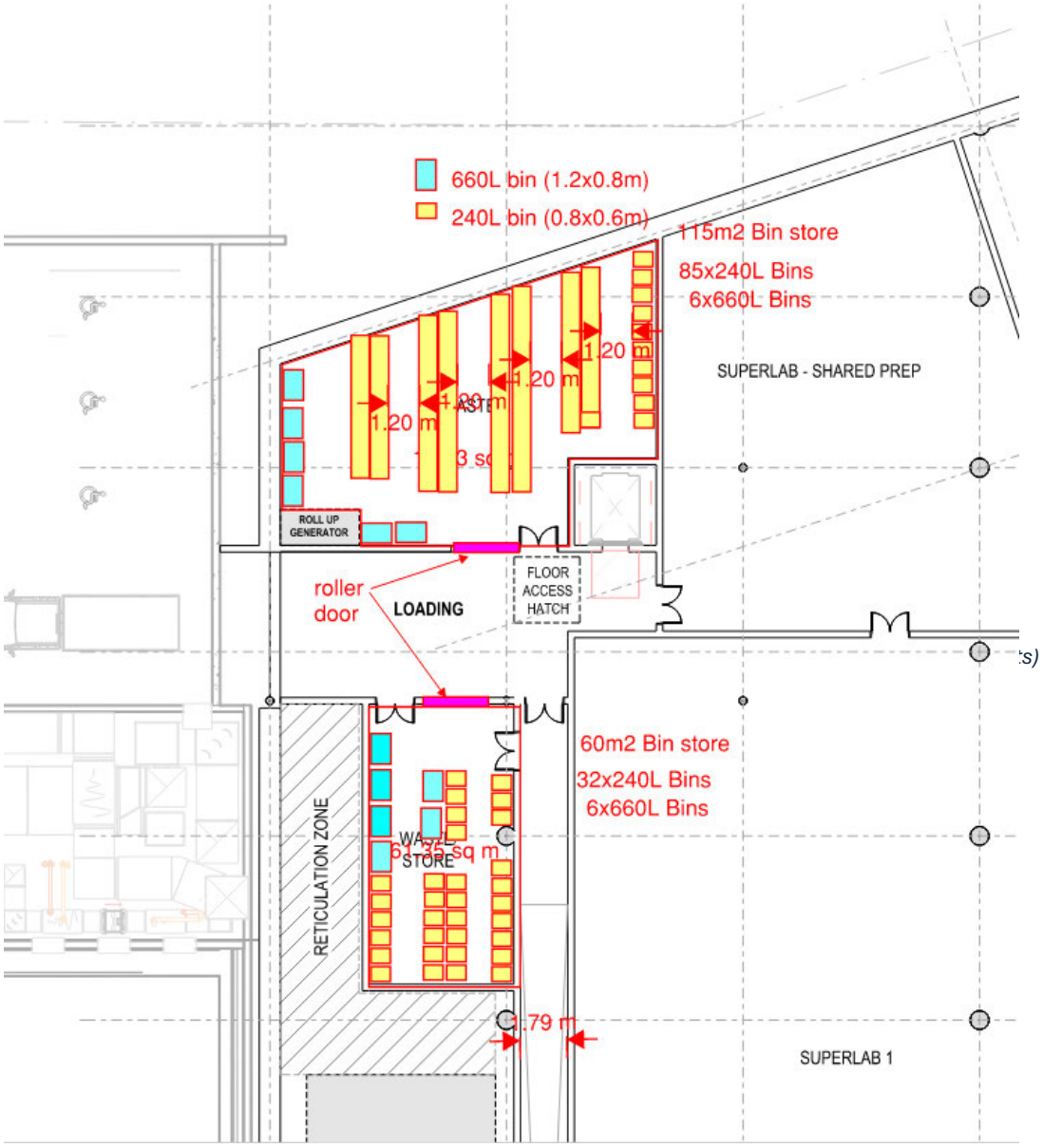


Figure 1

STORAGE AND COLLECTION

How waste will be stored

Wastes will be separated and stored in various bin types – 1100L wheelie bins for cardboard and 240L wheelie bins for mixed recycling, paper, food waste and landfill waste. The waste room has capacity to allow for 110 x 240L bins and 9 x 660L bins or a combination of different sized bins as illustrated in the plan extract below:



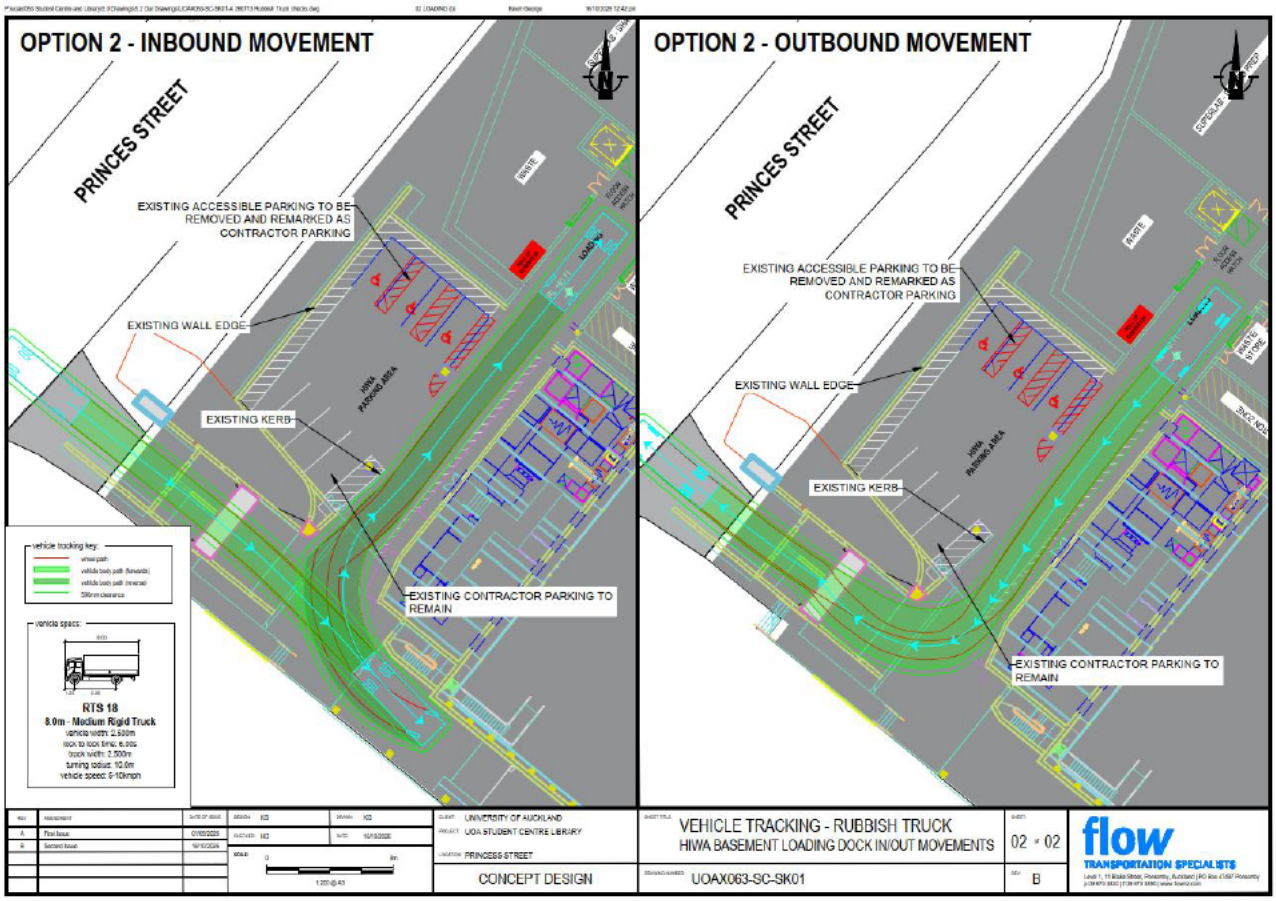
Waste Room

This compares favourably with the current bin provision for B315 and B322 which currently has 65 240l bins (general waste recycling and paper) and 9 660 litre (cardboard and greenwaste bins) and B109 (General Library which has 35 240l bins (general waste, recycling and paper) and 1 660 litre bin. As noted an overall reduction in waste volume is anticipated with the development

Vehicle access and data

The University's appointed waste contractor supplying mixed recycling, paper, cardboard, glass, food and landfill waste services will be the primary supplier servicing the dedicated waste store. Services will take place in the early morning, as scheduled. They will

access the site by the existing Hiwa loading dock accessed from Princes Street, adjacent to the building. Entry into the building will be via permissioned access card. The pathway of the waste vehicle is shown in the image below:



Vehicle Tracking Plans for Rubbish Loading Space (Flow Transportation Specialists Transport Assessment)

The waste collectors are to record the weight of the bins upon lift via weighing technology on the truck.

Waste data is to be sent monthly to the University, where it will be audited by the University's Waste Minimisation Specialist and the Sustainability Office to ensure sustainability targets are being achieved.

Collection Frequencies

The frequency of collection varies by waste stream. An indicative schedule is shown in the table below:

Waste Stream	Collection Frequency per week	Collection Days (TBC)	Bin size
Mixed Recycling plastic, cans and glass	3x	Mon, Wed, Fri	240
Food Scraps	1x	Fri	240
Paper	1x	Thurs	240
Cardboard	3x	Mon, Wed, Fri	1100L

General waste (landfill)	5x	Mon – Fri	240
Secure Paper	As required	As required	240
Bulky waste	As required	As required	NA
Hazardous wastes	As required	As required	NA
E-waste	As required	As required	NA

**Note: there will be paper and secure paper bins within the building (TBC depending on contracts).*

ESTIMATES AND DIVERSION TARGETS

Waste Estimates and Data

Initial building waste figures are based on historical collection data. It is estimated the B318 waste catchment would produce up to ~271,518kgs of total waste (all streams) per year, this is based on 2025 collection data. 2025 Waste Diversion rate was 42%.

Building/Waste Source	Cardboard	Food	Landfill	Greenwaste	Paper	Poly	Mixed Recycling	Total	2025 Conversion rate
B109	2553	1815	28386	0	4208	0	11749	48711	42%
B315 and B322	12454	380	121146	7534	5170	0	76123	222807	42%
TOTALS	15007	2195	149532	7534	9378	0	87872	271518	42%

Waste Diversion Targets

Waste Diversion target will be to initially divert 50% of waste from landfill increasing diversion by 5% each year, relative to the number of occupants.

COMMUNICATIONS AND SIGNAGE

Waste minimisation messages and communications

The University has a target to reduce waste by 50% by 2030. The key message is: Prevent waste by reducing, reusing, recycling and composting. More detailed messages are scaffolded below this including how to prevent waste (e.g. bring your own cup and bottle) and how to recycle correctly. This will be conveyed through multiple channels, including:

- Induction information for staff and students

- Waste Prevention Guidelines signs
- Bin labels – standardised for NZ National Waste Strategy Colours
- Decals/signs - showing what is accepted (yes please) and not accepted (no thanks) in each type of bin
- Other e.g. digital screens, newsletters, social media, clubs

Digital signage

B318 will have digital screens available for use. These will be used to convey the following (and further messages can be developed):

- How to prevent/reduce waste
- How to recycle right
- How to divert food scraps

Internal (waste stations, kitchen and print room signage)

Clear signage at bins/ bin stations showing what to put where.

Waste collection room signage

The waste collection room will have clear signage so it will stay well organized and be clear to all users what belongs where.

HEALTH & SAFETY

Waste minimisation messages and communications

Staff will be briefed on H&S and be active participants in their H&S. H&S issues can be logged through the internet – see Report concerns, incidents and hazards.

Cleaning and waste contractors have H&S systems, processes and practices which they use and follow. They also report how they are tracking with H&S through their PACE contract meetings.

The waste room will be accessible to those with swipe card access only so this group can be briefed on H&S in and around the waste room, and any other collection areas.

ROLES AND REVIEW

The Project Team, including the Architects and consultants, Property Services and the Waste Minimisation Specialist will be key in developing, finalizing and reviewing the OWMP and getting input from stakeholders and building users.

The OWMP and progress against targets will be reviewed annually with input from key stakeholders. The first review will begin one year after the building is officially opened.

Roles and responsibilities are captured in the table below

Role	Internal or External	Responsibilities re. waste minimisation	Responsibilities re. OWMP	Timing

Architects	External	Design and support build, including waste room, access and waste receptables	Advise re. design and function details for OWMP	Design, construction and post construction
Consultants	External	Build waste and vehicle movements advice	Advice re. requirements and contents	Design and construction
Contractors	External	Build waste components	Advise re. design and function details for OWMP	Construction
Project Manager	Internal	Support design and build.	Key stakeholder for completion and review of OWMP.	Throughout project.
Property Services	Internal	Sponsor design and build.	Key stakeholder for approval and review of OWMP.	Ongoing
Waste Minimisation Specialist	Internal	Waste management, monitoring and expertise.	Develop, seek feedback, finalise and review OWMP.	Continuous, with an annual review of plan
Sustainability Office	Internal	Sustainability expertise.	Stakeholder for completion and review of OWMP.	As needed
Waste Collectors	External	Collect waste from the waste room and take off site for processing. Maintain bin hygiene and condition.	Input re. planning and operations logistics	Ongoing
Cleaning Company	External	Collect waste from the building and transport waste to the designated waste collection room. Ensure the correct waste goes into each waste room bin. Reline internal bins.	Input re. planning and operations logistics	Ongoing
Faculties	Internal	Support operation and waste diversion. Stakeholder for completion and review of OWMP.	Input re. planning and operations logistics	Ongoing
Staff	Internal	Support operation and waste diversion	Input re. planning and operations logistics	Ongoing
Students	Internal	Reducing waste and using waste systems	Input re. planning and operations logistics	Ongoing
Visitors	External	Reducing waste and using waste systems	NA	As needed