

Waste Management Policy

Portal Estate Management

Version 2.0 | July 2025


Waste Management Policy

1. Introduction

This policy sets out how waste is managed across Eddington. It supports our goal to reduce environmental impact, ensure legal compliance, and provide safe, sustainable facilities for residents, commercial tenants, and visitors.

Waste services across the development are designed to make recycling and responsible disposal easy and accessible.

This policy is reviewed regularly to reflect changes in operational practices or legislation. The most recent version is always available at:

 <https://eddington-cambridge.co.uk/legal-policies>

2. Policy Objectives

Portal's approach to waste management focuses on the following aims:

- Reduce the volume of waste generated at Eddington
- Maximise reuse and recycling before considering disposal
- Provide clear and convenient waste infrastructure for residents
- Engage the community in responsible waste habits through communication and education
- Ensure legal and safe management of all waste, including hazardous materials

3. Waste Responsibilities

3.1 Residents

- Separate waste at home using the in-property systems provided
- Use the designated underground bins across the estate
- Avoid placing hazardous or bulky items in general bins. Guidance on what can and cannot be recycled is available on the resident portal under 'Waste and Recycling'

3.2 Commercial Users

- Are responsible for arranging their own waste collection services
- Complying with all applicable regulations on waste storage, transfer, and disposal

3.3 Portal

Portal is responsible for:

- Coordinating all operational waste activities.
- Ensuring all contractors used are appropriately licensed.
- Overseeing estate-related waste streams, such as green waste and electrical items.

3.4 Cambridge City Council

- Provide household waste and recycling collections
- Operate local recycling centres
- Handle bulky waste collections upon request
- Offer education and resources on responsible waste disposal

4. Waste Categories

4.1 Non-Hazardous Waste

Includes general household waste, dry mixed recyclables (paper, cardboard, cans, plastics). These should be sorted and placed into the appropriate underground bins.

4.2 Hazardous Waste

Includes batteries, electrical items, fluorescent tubes, paints, solvents, and clinical waste. These must not be mixed with general waste. Residents should refer to the [Cambridgeshire County Council](#) for guidance on how to dispose of these items safely.


5. Waste Storage and Collection

- Waste must be stored in designated containers or bins only
- It is not permitted to store waste in plant rooms, communal hallways, fire escapes, or external areas other than designated bin locations
- Eddington's underground bins are emptied regularly by licensed contractors
- It is the responsibility of all users to ensure correct use of the bins to avoid contamination

6. Fly-Tipping

Fly-tipping is illegal. Portal treats all incidents seriously and may seek to recover clean-up costs from those responsible.

If you see waste dumped inappropriately, please report it immediately via:

 03332 079 501 or

 portal@eddington-cambridge.co.uk

7. Estate Management Waste

- The Estate Management team manages and monitors waste arising from grounds and building maintenance
- Composting of all green waste from landscaping works
- Quarterly collection of Waste Electrical and Electronic Equipment (WEEE)
- Scrap metal segregation and recycling
- Monthly performance reporting against waste and recycling targets, in coordination with the [Greater Cambridge Shared Waste Service](#)

8. Contractor Compliance

All contractors working on the estate must:

- Be appropriately licensed to handle, transport, and dispose of waste
- Provide up-to-date documentation, including:
 - Waste carrier license
 - Public liability insurance
 - Environmental permit or exemption for their disposal site
- Comply with all site-specific waste management instructions

9. Record Keeping

- Waste contractors provide monthly reports outlining waste volumes and how the waste was treated (recycled, recovered, or disposed of)
- Hazardous waste must be logged, stored separately, and collected with a valid consignment note
- Non-hazardous waste is covered by annual Waste Transfer Notes