

# Waste Management Policy

Chester House is managed by the Guy Chester Centre. The Guy Chester Centre is the trading name of the Trustees of the North Bank Estate.

## 1. INTRODUCTION

- 1.1. **Purpose:** This policy outlines how the Guy Chester Centre manages waste generated by its activities.
- 1.2. **Responsibility:** This policy informs all building users (residents, staff, and tenants) of their responsibility to ensure proper and hygienic waste disposal.
- 1.3. **Objectives:**
  - Implement sustainable waste management practices and the principles of 'reduce and recycle.'
  - Minimise waste across all activities and provide recycling facilities throughout the building.
  - Seek the most sustainable waste management solutions for general waste, aiming to divert waste from landfill.

By actively reducing waste and recycling, we contribute to a healthier planet and a more sustainable future. Proper waste management reduces pollution, conserves valuable resources, and helps combat climate change. Your participation in our recycling and waste reduction efforts is essential for minimising our environmental footprint and ensuring a cleaner, greener living environment for everyone.

## 2. GENERAL WASTE

- 2.1. **Large Bins:** Four large bins, collected weekly, are located at the front of Chester House for all waste that *cannot* be recycled. These are for use by residents, staff, tenants, and the catering contractor. Items must not be left outside or placed on top of the bins. Hazardous items (e.g., paint, chemicals, building materials, electrical items including vapes or electronic cigarettes) are not permitted.
- 2.2. **Resident Bins:** Bins are provided in bedrooms and kitchenettes. Kitchenette bins are emptied daily by cleaners; residents empty their bedroom bins. Full bin bags must be taken directly to the outdoor bins and not stored in or around bedrooms.

## 3. RECYCLING

- 3.1. **Large Bins:** Four large bins, collected weekly, are located at the front of Chester House for all waste that *can* be recycled. These are for use by residents, staff, tenants, and the catering contractor. Items must not be left outside or placed on top of the bins. Residents can use the recycling bags provided in the bedrooms and kitchenettes. Kitchenette recycling bags are emptied daily by the cleaners; bedroom recycling bags are emptied by residents. All residents, staff and office tenants are required to recycle permissible items and support Guy Chester Centre in recycling as much as possible.



### 3.2. RECYCLING GUIDELINES:

#### Accepted materials include:

- Paper
- Cardboard
- Plastics #1 (PET or PETE) - typically found in clear plastic drink and water bottles, some food containers, and packaging.
- Plastics #2 (HDPE) - typically found in detergent bottles, shampoo bottles, some shopping bags, and some food containers.
- Aluminium cans
- Glass bottles and jars

3.3. **Check:** It's important to check the bottom of containers for the recycling symbol and number to confirm.

3.4. **Small Items:** Food and drink containers should be rinsed out before recycling. Caps and lids from bottles and jars should be removed as they are often made of a different type of plastic.

3.5. **Large Items:** Large items for recycling, such as cardboard boxes, should be broken down and taken directly to the external recycling bins.

3.6. Recyclables should be placed directly into the external bins, not in plastic bags.

## 4. FOOD WASTE

4.1. **Food Waste Bins:** External bins are located at the front of the Chester House building and are collected by the local authority once per week. These are for use by residents, staff, tenants, and the catering contractor. Smaller food waste bins for the use of residents are in kitchenettes and are emptied daily by the cleaners. All food waste must be put inside an appropriate compostable food waste bag before being placed in a food waste bin. Food waste must not be put in a general waste bin or recycling bag and should not be left out in the open.

4.2. **Accepted Materials:** All cooked and uncooked food scraps, coffee grounds, tea bags.

## 5. OTHER ITEMS

5.1. **Textile Recycling:** Unwanted clothing can be donated to the textile recycling bank at the front of Chester House.

5.2. **Electrical Recycling:** Unwanted or broken small electrical items can be disposed of at the electrical recycling bank on Colney Hatch Lane.

5.3. **Other Unwanted Items:** There are many local charity shops in Muswell Hill that accept donations of a variety of items. Items can also be shared with other residents in the "Freecycle" area in the Hub.

5.4. **Hazardous Waste:** Batteries, light bulbs, and other hazardous waste should be disposed of at designated collection points. Please contact the accommodation team for further information.

5.5. **Large Item Disposal:** Please contact the accommodation team for guidance on how to dispose of large items like furniture.

## 6. RESIDENT & TENANT RESPONSIBILITY

6.1. All residents and tenants are responsible for correctly sorting their waste according to this policy.



GUY CHESTER  
CENTRE



6.2. Non-compliance of residents may result in warnings or fines.

## **7. STAFF TRAINING**

All staff will be trained on waste management procedures to ensure consistent implementation of this policy.

## **8. OTHER INFORMATION**

For further information or clarification, please contact the accommodation either in person or via email [office@chesterhouse.org.uk](mailto:office@chesterhouse.org.uk)

## **9. REVIEW DATE**

This policy will be reviewed in March 2025.