

Version: 3 FOI Status: Public	Derbyshire County Council – Adult Social Care & Health Waste Management Practice Guidance	Originally Issued: March 2022 Issued: April 2025 Review Due: April 2027 Author: Quality and Compliance
----------------------------------	--	---

Adult Social Care and Health

Waste Management Practice Guidance

Version 3

Contents

Aim	1
Waste Hierarchy	2
Setting Specific Requirements.....	3
Storage and Handling	4
Author History	5

If you would like to make any comments, amendments, additions etc. please email
ASCH.adultcare.policy@derbyshire.gov.uk

Aim

The effective and safe management of waste, which is defined as anything which is no longer wanted or used, is an essential part of ensuring a high-quality service is provided to all individuals and services users within social care settings.

This document sets out how this will be achieved, defining the responsibilities of waste producers, the systems and processes that need to be adhered to, and details of arrangements in place to assist with the appropriate disposal of specific categories of waste to comply with legal requirements.

The information in this document relates to residential and day service settings where Derbyshire County Council (DCC) is defined as the waste producer. Waste segregation is essential to ensure legislation is complied with, it is managed effectively, and to ensure costs for waste disposal are kept to a minimum.

Derbyshire County Council (DCC) will comply with the following legislation and best practices as described in:

- [HTM 07-01 Management and Disposal of Healthcare Waste](#) outlines the best practice for waste management and ways to improve the environmental impact of managing waste.
- specifically, within social care settings, it is a legal requirement under the [Environmental Protection Act 1990](#) that waste must be managed safely, appropriately, and responsibly.
- Regulation 12 and 15 of the [Health and Social Care Act 2008 \(Regulated Activities\) Regulations 2014](#) both set out requirements.
- Care Quality Commission (CQC) assessment framework - [Sustainability](#)

Version: 3 FOI Status: Public	Derbyshire County Council – Adult Social Care & Health Waste Management Practice Guidance	Originally Issued: March 2022 Issued: April 2025 Review Due: April 2027 Author: Quality and Compliance
----------------------------------	--	---

This policy is to be read in conjunction with:

- Infection Prevention and Control Policy
- Domestic and Cleaning Policy
- Care Homes Medication and Health Related Activities Policy
- [Maintaining Inventories Guidance for Adult Social Care Offices and Establishments](#)

Management responsibilities

Managers must ensure that:

- staff who are responsible for segregating waste have appropriate guidance and PPE
- adequate supplies of containers and bags appropriate to the nature of the waste are available
- waste is segregated as per this policy and waste streams are not cross contaminated
- waste bags are no more than three-quarters full and are securely fastened when put out for disposal
- filled waste bags are stored safely, in clearly identifiable containers, and out of reach of pests or the public at all times throughout the disposal chain
- offensive and clinical waste is removed from the premises by a licensed waste handler at regular intervals
- information is provided covering action to be taken in the event of an accident.

Training

Managers are responsible for ensuring their employees are properly instructed to deal with waste effectively and to segregate waste correctly into its respective streams.

Employees who are required to handle infectious or hazardous waste should be adequately trained in safe handling procedures, correct methods of lifting and dealing with accidental spillages, or other incidents involving waste.

Waste Hierarchy

Waste hierarchy is a concept for managing waste that gives top priority to preventing waste in the first place. When waste is created, it gives priority to preparing it for re-use, then recycling, then other recovery such as energy recovery, and last of all disposal (for example landfill). The waste hierarchy is legally enforced.

The waste hierarchy best practice suggests waste segregation and disposal in such a manner that the adverse environmental impact is kept to a minimum, as indicated below.

Where colour coding applies this should always be checked with the waste disposal provider.

Version: 3 FOI Status: Public	Derbyshire County Council – Adult Social Care & Health Waste Management Practice Guidance	Originally Issued: March 2022 Issued: April 2025 Review Due: April 2027 Author: Quality and Compliance
----------------------------------	--	---

Setting Specific Requirements

Residential and day services must follow the segregation requirement set out below. Waste must be assessed at the time of production by the employee and segregated accordingly.

General/residual (non-recyclable) waste – Tissues and paper napkins, kitchen roll, paper towels, compostable or wooden cutlery, crisp packets, sweet wrappers, dirty paper food bags, contaminated food containers that can be washed, food containers with waterproof lining, coffee cups, plastic bag, wrappings, cling film and fruit net bags.

Recycling containers

- food waste (mixed with garden waste if appropriate) – all food waste, tea bags, coffee grounds
- glass – clean, empty glass bottles and jars
- dry mixed recyclable materials - paper and cardboard (can be a separate receptacle), plastic bottles, plastic milk bottles with lids, drink cartons i.e. Tetra pack, cleaning product bottles, plastic containers, plastic pots, plastic tubs, plastic trays, fruit punnets, plastic water cups, cans, tins, aluminium trays and foil.

Black and yellow stripe bag (tiger bag) – offensive or hygiene waste. This includes items contaminated with urine, faeces, vomit, sputum, pus, or wound exudate, from individuals **with no risk of, known or suspected infection**. Items may include PPE, continence pads, urine bags, single use items, single use bowls, dressings, feminine hygiene, nappies, and any other items assessed to be non- infectious.

Orange bag – infectious or clinical waste that is known to be contaminated, including items contaminated with body fluids (urine, faeces, vomit, sputum, pus, or wound exudate from an individual with a **known, suspected or at risk of infection source**. Items may include PPE, continence pads, urine bags, single use items, single use bowls & dressings. **Unless properly managed and handled infectious waste can cause an environmental health hazard through spreading infection.**

Relevant waste segregation posters must be displayed in suitable locations for all staff and visitors to see and refer to, see [appendix 1](#).

Other waste produced in the home

There are various other waste streams produced in the homes:

- **medication waste** – see the relevant [Medication and Health Related Activities Policy](#)
- IT equipment – a Halo ticket must be raised, where possible ICT Services will look to repurpose surplus ICT Equipment. Assets requested for disposal will be automatically disabled following the completion of the form. Only raise this ticket when the device is no longer in use. This includes other items such as keyboards, mice, screens etc. Items can then be returned directly to IT Asset Management at County Hall or sent from site in the DCC internal post.

Version: 3 FOI Status: Public	Derbyshire County Council – Adult Social Care & Health Waste Management Practice Guidance	Originally Issued: March 2022 Issued: April 2025 Review Due: April 2027 Author: Quality and Compliance
----------------------------------	--	---

- electrical waste – contact and discuss with approved skip provider
- furniture waste – contact and discuss with approved skip provider
- used photocopier catridges/toners - should be sent to Derbyshire Business Centre for recycling

Local household waste recycling centers are only for waste and recycling from individual domestic homes, not residential and day services facilities.

Storage and Handling

Internal bins

Clinical, offensive, food, glass, dry and general domestic waste bins must be from foot operated lid type bins with the appropriate bag in place (see [appendix 1](#)) and have a removable body for ease of cleaning.

Waste bin locations and local waste storage

Waste streams must be kept segregated from production point to disposal point prior to removal from site by the contractor. The capacity of the waste bins should be determined by managers and the contract amended as identified. Waste storage at residential and day services should be away from the building and stored in a secure area away from public access; where this may prove difficult the waste must be stored in lockable waste containers that are anchored and padlocked.

Hazardous waste bins must be secured to prevent unauthorised removal from site and kept locked at all times. Damaged locking mechanism or damaged containers should be reported to the waste collecting contractor by placing a 'damaged bin' label on the bin.

Any skip left onsite overnight must be 10 meters away from the building.

Version: 3 FOI Status: Public	Derbyshire County Council – Adult Social Care & Health Waste Management Practice Guidance	Originally Issued: March 2022 Issued: April 2025 Review Due: April 2027 Author: Quality and Compliance
----------------------------------	--	---

Author History

Authorisation and Approval History

Authored by Quality and Compliance	March 2022
Approved by Senior Management Team	March 2022
Authorised by Helen Jones	March 2022

Change History

Version 1	March 2022	Quality & Compliance	New document
Version 2	August 2023	Quality & Compliance	Review & update
Version 3	April 2025	Quality & Compliance	Review & update