

Waste Management Policy

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Date Approved

Review Date

EIA

Lead Officer

Review Officer

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20/01/2026

20/01/2029

Yes

Director of Finance & Estates

Estates & Campus Services Manager

Version Control History

Reviewer	Date of Change	Summary of Revisions made
Estates & Campus Services Manager	29/01/2021	Reviewed by Waste Management Team. Additional requirements after following EIA.
Estates & Campus Services Manager	15/02/2021	Update observations from scrutiny panel review 08/02/2021.
Estates & Campus Services Manager	07/10/2025	Review latest regulations and organisational changes.

1. Policy Statement

- The Board of Management is committed to continuously review their operations in line with current Sustainability strategy. One of the key cornerstones of our commitment is in the management of our waste and energy services.
- UHI Inverness has been committed to the reduction of the negative environmental impacts of its waste, by stopping landfill and to ensure the disposal of waste materials in an environmentally friendly manner.
- UHI Inverness will meet or exceed all legislative and regulatory requirements placed upon us.
- UHI Inverness will reduce the unnecessary use of raw materials and will enable recycling, composting and energy recovery to assist in reducing landfill waste.
- UHI Inverness will establish and review KPIs on waste management.
- UHI Inverness will partner with the wider community and environmental groups to share knowledge and educate and facilitate good waste management practices.

2. Legislative framework / related policies

Publicly available UHI Inverness policies and procedures can be accessed via our website: [About us – Publications](#). Staff and Board Members can access the full range of internal policies and procedures through the Quality SharePoint site.

- 2.1. The Waste (Scotland) Regulations 2014.
- 2.2. Key legislation - ban on sending biodegradable municipal waste (BMW) to landfill starting from 31st December 2025.
- 2.3. UHI Inverness will seek the support of EAUC as well as third-party waste management groups and waste management organisations. To advise on best practice and up-and-coming legislation.
- 2.4. Health, Safety and Wellbeing Policy.
- 2.5. Environmental sustainability Strategy.
- 2.6. Carbon Management Plan.
- 2.7. Sustainable Procurement Policy.
- 2.8. Management of work with radioactive sources in schools

3. Scope

- 3.1 This policy applies to all staff, students, visitors and contractors within UHI Inverness.
- 3.2 All staff, students, visitors, and contractors produce waste and have a legal 'duty of care' for the waste they produce. The 'duty of care' imposes on the

producer a responsibility to store, transfer and dispose of the waste properly and to avoid its illegal disposal by others.

3.3 Contractors will be made aware of the UHI Inverness Policy and will adopt this policy with reference to the contractors' management system.

4. Compliance

4.1 This policy will be audited regularly with reports going to the appropriate committee. An annual report will go to the UHI Inverness Executive Management Team.

4.2 UHI Inverness will align its activities with the Scottish Government Regulations and guidance from other authorities on managing waste. For example, Zero Waste Scotland

5. Monitoring

5.1 Monitoring of the UHI Inverness waste streams are through the College Waste Management Contractor and their quarterly waste data statistics and profiling of current waste streams. The waste data provided are used to be converted to CO₂ emissions. This is a far more accurate measure of performance than simply monitoring % of waste recycled.

5.2 Performance is reported through the annual procurement and value for money report and Business KPI's.

5.3 UHI Inverness Estates and Campus Services Department:

- Set targets to contribute towards the overall aim of reducing waste volumes by increasing the proportion that is recycled and review progress against these targets on a quarterly basis.
- Ensure that all staff members receive guidance and information on waste and recycling relevant to their responsibilities.
- Ensure all waste management systems have been EIA reviewed to eliminate any barriers.
- Provide data to the marketing team for distribution to staff, students and the public in a visually accessible way.

6. Review

6.1 This policy will be reviewed every 3 years, or sooner if legislation requires.