



## **WASTE MANAGEMENT POLICY**

**REFERENCE: PL/CS/2015/001**

Lead Officer (Post):	Director of External Relations	Review date:	November 2018
Area:	Corporate Services	Review Lead Officer (Post)	Estates and Campus Services Manager
Responsible Committee:	BoM Audit Committee	Date published:	04 April 2016
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## 1. Policy Statement

- Inverness College UHI will adopt the principles of the 'best practicable environmental option' in the delivery of its waste management services.
- Inverness College UHI will endeavour to reduce the negative environmental impacts of its waste, to reduce landfill and to ensure the disposal of waste materials in an environmentally friendly manner.
- Inverness College UHI is committed to the implementation of an effective waste management programme that meets or exceeds all legislative and regulatory requirements placed upon it.
- Inverness College UHI recognises the need to reduce the unnecessary use of raw materials and will enable recycling, composting and energy recovery to assist in reducing landfill waste.
- Inverness College UHI will engage with curricular areas and embed relevant waste management adjustments according to the products used in each department.

## 2. Policy Aims

- **Reduce** – Avoid the need to generate waste and avoid the need to discard materials.
- **Reuse** – To reuse, in the first instance within the campus and, if this is not practicable, with external nominated organisations.
- **Recycle** – Ensure segregation of materials for recycling; all organisations have a legal requirement to correctly separate waste.
- **Recover** – Use a disposal method that recovers energy from waste; energy recovery facility or composting facility.
- **Responsibly dispose** – To legally dispose of waste which does not fall into any of the above category.



### **3. Legislative framework/related policies**

SEPA Zero Waste Regulations & Waste (Scotland) Regulations 2012:

- Businesses to present metal, plastic, glass, paper and card for separate collection from 1 January 2014.
- Food businesses (except in rural areas) which produce over 50 kg of food waste per week to present that food waste for separate collection from 1 January 2014.
- Food businesses (except in rural areas) which produce over 5 kg of food waste per week to present that food waste for separate collection from 1 January 2016.
- Waste contractors to provide collection and treatment services which deliver high quality recycling.
- A ban on any metal, plastic, glass, paper, card and food collected separately for recycling from going to incineration or landfill from 1 January 2014.

### **4. Scope**

Inverness College UHI engages in teaching and research at its campuses in Inverness, Balloch and Aviemore and other premises associated with or belonging to the College. This procedure applies to all employees, students, premises and activities under the control of the College.

### **5. Compliance**

This policy must be complied with and it will be audited regularly with reports going to the appropriate committee.

### **6. Monitoring**

Inverness College UHI Estates and Campus Services Department will:

- Monitor wastes arising in all areas on a monthly basis.
- Set annual 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 on waste and recycling relevant to their responsibilities.
- Provide data collected and other relevant information and communicate same to staff, students and the public in a visually accessible way.

### **7. Review**

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