

Waste Management Policy

Contents

1	Introduction
2	Policy Aims and Targets
3	Plastic Waste Reduction
4	Waste Management
5	Monitoring and Reporting Performance
6	Hazardous Waste
7	Accepted materials and Recycling
8	Reuse and Recycling Resource Centre (RRREC)

Author	Sustainability and Environmental Management
Published	Sept-19
Revised	Jun-21

1 Introduction

This Waste Management Policy forms part of the University's sustainability framework and helps support the University's Climate Change and Social Responsibility Policy:

<https://www.strath.ac.uk/sustainablestrathclyde/policyguidelines/>

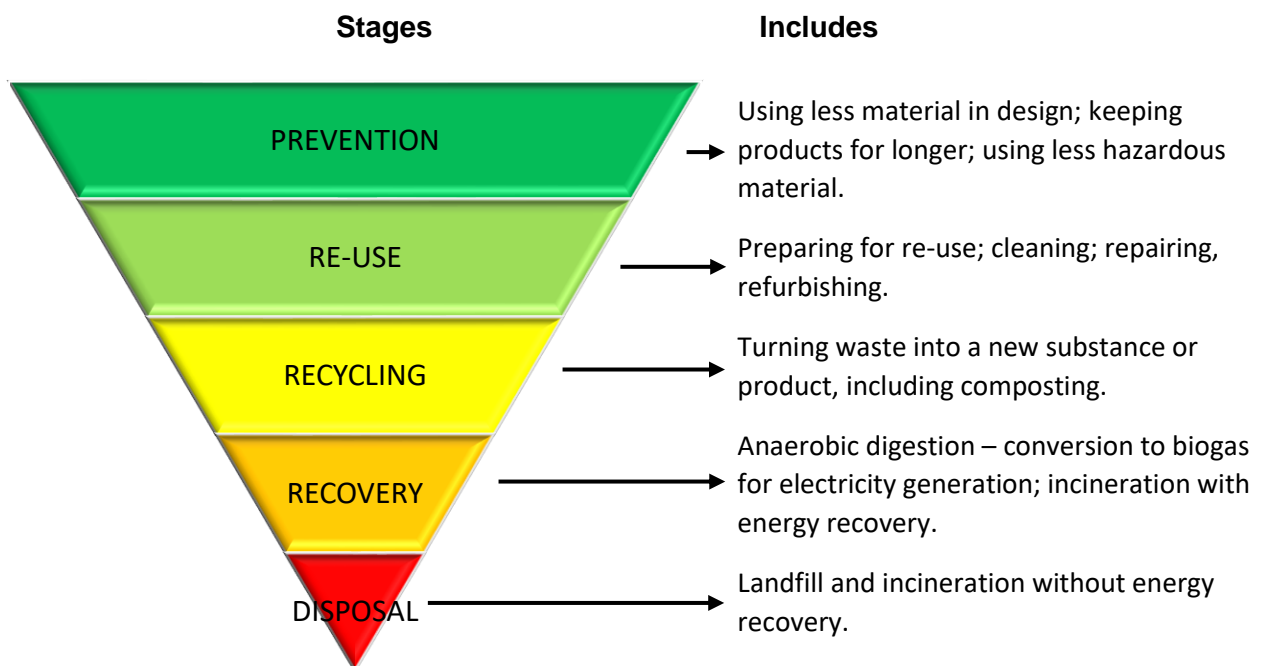
The policy's aim is to reduce negative environmental impacts arising from our generation of waste arisings, seeking to prevent, reuse, repurpose and reduce waste from our operation. The Policy also aims to ensure that the University manages waste issues in accordance with the prevention of pollution and compliance with environmental legislation at all times.

The University is committed to implementing an effective and responsible waste resource management process that meets and ideally exceeds legislative, regulatory and best practice legislation and guidance. The University has a "Duty of care" to effectively manage waste and this is a legal obligation to ensure the safety or well-being of others.

2 Policy Aims

The University adopts the 'waste hierarchy' of prevention, reuse, recycling, other recovery and disposal. The University implements processes, procedures and initiatives that ensure compliance with environmental legislation and best practice and which encourage waste producers to reduce the overall waste that they produce, and prevent waste production wherever possible.

The Waste Hierarchy



The University has a robust and comprehensive recycling infrastructure and all staff and students are encouraged to make use of these facilities in order to help recycle as much waste as is possible.

The University Waste Management Policy also includes the need to consider end of life disposal costs and environmental impact when making procurement decisions including the construction of new or refurbished buildings.

The Policy also ensures that we are complying with regulation, legislation and best practice in order to minimise the risk of immediate and future pollution or harm to health when carrying out operational activities.

Target - Specifically, this policy requires that by 2020 the University has stopped the use of 'single use' plastics on campus using a combination of alternative materials and the cessation of sales of plastic bottled water on campus. The University is also installing more drinking water fountains to help with this specific aim.

3 Plastic Waste Reduction

The University recognises the adverse impact of plastic waste, from production through to disposal. Plastic pollution can have a harmful impact on the marine environment and the University is seeking to reduce plastic use and wastage on campus. The following initiatives have been adopted in order to promote this aim with staff and students:

Single-use plastics in catering (food packaging, disposable coffee cups, cutlery) have been replaced with compostable catering supplies in all University food outlets, in order to reduce plastic waste on campus.

Reusable cups are provided to University staff during staff inductions to reduce single-use disposable cup wastage. These can also be purchased from campus retail outlets and discounts are offered to users when reusable cups are utilised. Single use cups incur an additional charge to encourage a move to reusable cups.

Conferencing and Events utilise reusable glassware to serve water, eliminating waste from previously utilised plastic bottled water. The team also produce purified water on site, reducing waste further by avoiding the need to buy water in disposable packaging. Water stations have been installed throughout the campus for use by students and staff to encourage bottle reuse.

The university aims to continue to reduce waste by exploring new products and services which will assist in achieving reduced plastics usage and waste.

4 Waste Management

The University has in place a number of internal and external waste management and recycling facilities.

4.1 Compliance

Faculties and Professional Services, Students, Contractors and other users are required to have appropriate procedures and waste management processes in place as applicable to ensure that waste generated is managed, stored and disposed of safely and in line with the University's policies.

Waste Transfer Notes must be obtained by the Faculty or Professional Services Department when using an external approved service provider/contractor to dispose of waste.

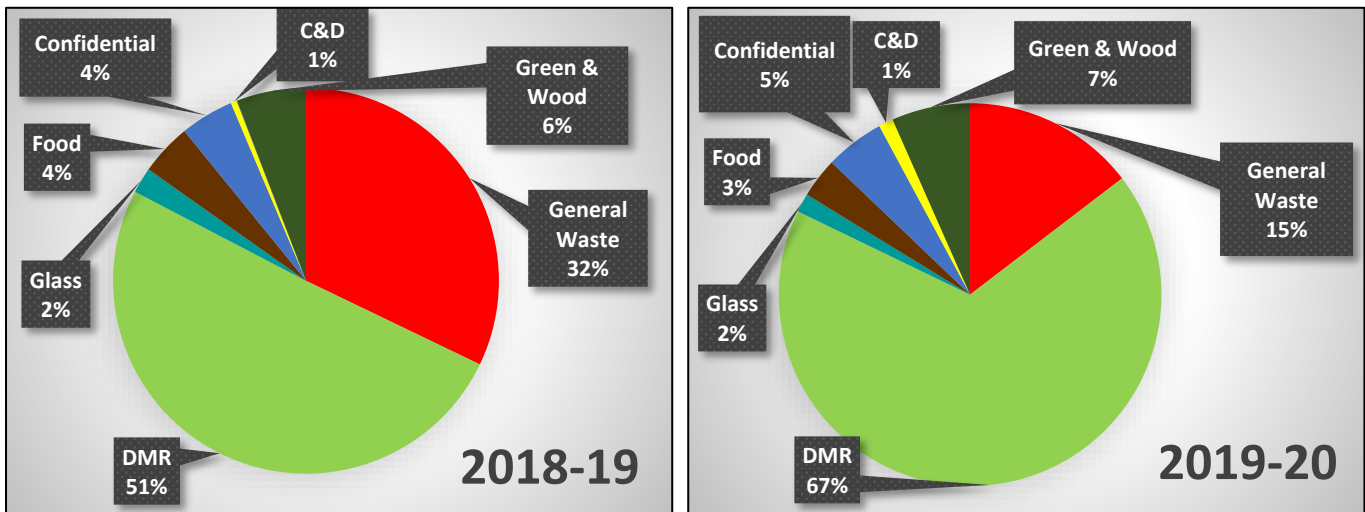
4.2 Waste minimisation

Waste should be prevented or minimised wherever possible. The University encourages staff, students to minimise plastic waste as much as possible by using reusable bottles or glasses for drinking water.

5 Monitoring and Reporting Performance

The University's waste contractor records and monitors the amount of waste that is disposed of and recycled on a daily basis. This monitoring data includes regular audits of our recycling to ensure that it is uncontaminated by other inappropriate materials. The monitoring data is recorded and reported on a regular basis to internal and external stakeholders including the Scottish Government.

University of Strathclyde waste and recycling performance:



*DMR, Glass, Food, Confidential Waste, Metals, C&D, Wood & Green

6 Hazardous Waste

6.1 Definition

Hazardous Waste is waste that can be harmful to health or the environment. It includes infectious biological/clinical waste, chemicals, solvents, pesticides, fluorescent light tubes, refrigeration equipment containing ozone, non-edible oils, batteries, asbestos and paints.

6.2 Policy Statement

The University will manage, so far as is reasonably practicable, all hazardous waste activities falling under its control in a manner such as to minimise the harm to human health or the environment.

6.3 The University will achieve this by:

Producing and communicating procedures to enable employees to comply with their 'duty of care' for the management of hazardous wastes, and monitor these procedures to ensure compliance. Applying the waste management hierarchy with the aim of minimising the generation of hazardous waste.

6.4 Responsibilities

6.4.1 The University Secretary

The University Secretary has responsibility for health and safety matters at the University. The Secretary delegates responsibility for undertaking aspects of these duties through line management and identified roles, namely via the Head of Occupational Health, Safety and Wellbeing'.

The following people are identified as having responsibilities (in addition to any other responsibilities under other health and safety policy) for the management of hazardous waste in those areas, and for those relevant persons, that fall under their control:

6.4.2 Heads of Departments are responsible for ensuring that:

- Departmental arrangements for the management of hazardous wastes are put in place, communicated and monitored.
- Competent persons are identified to implement the arrangements for the management of hazardous waste.
- Where practicable, aim to minimise the procurement of hazardous materials to prevent redundant materials needing to be disposed of as hazardous waste.
- Ensure sufficient allocation of appropriate storage facilities for hazardous wastes until such time as it can be collected.

6.4.3 Line Managers are responsible for:

- Ensuring the management and disposal/recovery of hazardous waste is included in the risk assessments and local procedures for the tasks undertaken by their employees.
- Ensuring that relevant workers are informed of the significant findings of such risk assessments and that local procedures are followed for the management of hazardous wastes.

6.4.4 Estates Services Department is responsible for:

- Segregation of hazardous waste under their management, such as WEEE and asbestos-containing waste, and storing them safely and securely before arranging for their disposal in accordance with relevant legislation.
- Ensuring that staff who may encounter hazardous waste are adequately trained to carry out their duties.
- Maintaining records, at the premises, of hazardous waste consignment notes, consignee returns and any other related documents (such as carrier schedules or rejected loads) for at least 3 years.
- Undertaking periodic 'duty of care' audits of licenced waste contractors.

6.4.5 The University Occupational Health, Safety and Wellbeing department is responsible for:

- Ensuring that the appropriate licence/s is renewed with the regulatory authority when required.
- Ensuring that procedures are established to ensure the 'best available techniques' for the correct identification, segregation, labelling and storage of hazardous wastes on University premises under its control.
- The production and communication of procedures and guidance regarding the management of hazardous waste, under its remit, on University premises.
- Managing the collection of hazardous waste, under its remit, from University storage facilities by authorised licensed contractors.









- Undertaking periodic 'duty of care' audits of licenced waste contractors.
- Maintaining records, at the premises, of hazardous waste consignment notes, consignee returns and any other related documents (such as carrier schedules or rejected loads) for at least 3 years.

6.4.6 Employees are required to:

- Follow the University procedures to manage hazardous wastes. This includes the correct identification, segregation, disposal and storage of hazardous wastes in dedicated, labelled containers with prompt removal when full.

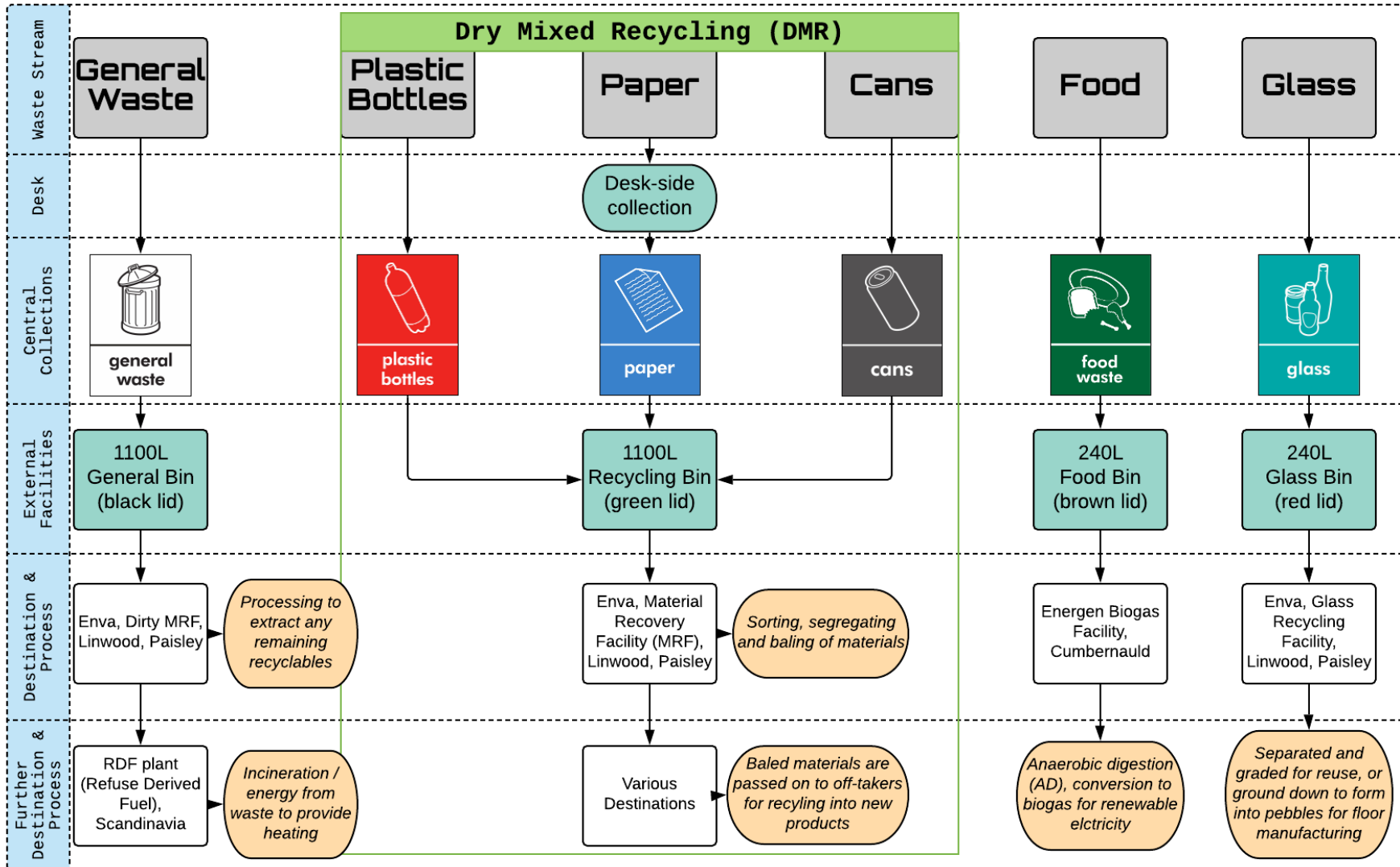
7 Accepted materials and Recycling

Staff and students are encouraged to recycle wherever possible and this sort of guidance noted below is presented at each recycling facility in our buildings.

RECYCLING MADE SIMPLE @ STRATHCLYDE						
		general waste	paper	plastic bottles	cans	food waste
		Paper towels Coffee cup & lid Crisp packets Sandwich wrap Cling film Polystyrene Contaminated items	Clean paper Newspaper Clean cardboard Paper envelopes	Clean plastic bottles ONLY	Clean cans ONLY	Tea bags Coffee grounds Raw & cooked food Bread & cakes
	Clean paper Plastic bottles Cans Food	Paper towels Pizza boxes Sandwich wrap Coffee cup NO LIQUIDS	Coffee cup & lid Food pots Polystyrene Cling film Crisp packets Plastic bags Plastic cutlery NO LIQUIDS	Crisp packets Foils NO LIQUIDS	Packaging Wrappers Cutlery	

What Happens to Our Waste?

University of Strathclyde - Waste Diagram



8 RRREC Reuse and Recycling Facility

The reuse, recycling and resource centre at Corn Street is a key part of the University's waste management infrastructure. This facility is currently being used for short term storage and management of resources such as furniture and bulky waste materials. A strategy is currently being developed to streamline sharing and reuse of furniture both internally within the university and to make materials and good available to external organisations to improve reuse and boost circular economy activity in terms of resource management.

The diagram below shows a potential layout for the new external areas to the RRREC, allowing for greater segregation of waste materials and resources. Internally, this warehouse will be developed to allow improved inventory management and sharing of resources. Plans for the upgrades will be developed throughout 2021/22



REV.	DATE	DESCRIPTION	BY	CHK.


University of Strathclyde
 ESTATES SERVICES
 JOHN ANDERSON CAMPUS
 101 St James Road
 Glasgow G4 0NT
 Tel: 0141 801 4400
 Fax: 0141 801 4107

BUILDING NAME (CODE)
CORN ST (CS)

DRG. TITLE
PROPOSED YARD LAYOUT

DRAWN BY	SCALE	REV.
CHECKED BY	ORIGINAL AS	
JOB NO.	DATE	MAY 2018
DRG. NO. 49V		