

## **The University of Huddersfield Furniture Recycling Policy**

This document is aligned with the University's Environmental Policy, which states that the University is committed to create a difference by:

- *Seeking to minimise waste and continuing to take positive steps to ensure it recycles as much as is feasible.*

Each year, the University spends a considerable amount on office furniture and related items. Often new furniture is procured at the same time as perfectly reusable items of furniture are being disposed of because they are no longer required by Schools/Services.

### **Aim**

To reduce the amount of furniture going to waste at the University by promoting the re-use of undamaged items with the added benefit of reducing procurement and waste disposal expenditure.

### **Key Objectives**

- To promote efficient and environmentally responsible use of furniture
- To reuse as much furniture as possible and recycle where appropriate
- To increase staff and student awareness of the impact and to promote good practice within the University

### **Sustainable Procurement University Recycling Scheme (SPURS)**

The University's first priority is to recycle furniture internally. Surplus furniture should be advertised for re-use through [SPURS](#).

Any furniture that cannot be recycled internally will be offered to charities or local schools. Following that, furniture will be disposed of under the University's waste management guidelines. However, in some circumstances donations to ex students for entrepreneurial means will be considered. Donations or sales to private individuals will be considered on a case by case basis.

Some items of furniture, dependant on size, can be stored within the University for a maximum of 28 days, following an examination to determine condition. This will be at the discretion of Procurement Services. Larger items will be left in situ for as long as possible and if they remain unwanted will be recycled through the appropriate channels. This will also be the case for those items in storage that remain unwanted after 28 days.

For further information or to arrange for furniture to be examined, please contact Adrienne Bishop by email [spurs@hud.ac.uk](mailto:spurs@hud.ac.uk) or on extension 2536. The link to the Sustainable Procurement University Recycling Scheme web page is:

<http://www.hud.ac.uk/services/finance/procurement/sustainableprocurementuniversityrecyclingScheme/#d.en.46608>