



WORKPLACE RECYCLING LAW IN WALES

19 January 2024

 Cymru yn ailgylchu
Wales recycles



Gweithredu ar
Hinsawdd Cymru
Climate
Action Wales

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Workplace Recycling Law Wales

Introduction

What the new law covers

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About WRAP

- WRAP (the Waste and Resources Action Programme) is a climate action NGO working around the globe to tackle the causes of the climate crisis and give the planet a sustainable future. We were established in the UK in 2000; we now work in 40+ countries.
 - Working around the globe with governments, businesses, and citizens, our mission is to make the world a more sustainable place. We bring people together, we act on the facts, and we drive change.
 - We are working with Welsh Government to provide support to implement the new Workplace Recycling law.
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New Regulations - 6th April 2024*

- All workplaces such as businesses, public sector and charities will need to **separate their recyclable materials** in the same way most households already do.
- **Bans on the disposal of all food waste to sewer** from non-domestic premises.
- **Bans** on specified **separate recyclable** waste streams going to **incineration plants and landfills**.

Applies to all waste and recycling collectors and processors who manage **household-like waste** from workplaces.

**Hospitals (NHS and private) have an additional two years to comply with the separation requirements. The ban on food waste to sewer applies from 6th April 2024.*

Household-like waste

- Waste materials like those found in households
- Commonly collected by local authorities from households
- Also includes unsold small waste electricals and unsold textiles

Does not include:

- Construction waste
- Industrial waste
- Agricultural waste

Except for commonly recycled waste materials like those found in households.



Why?

- Wales is already really good at household recycling, currently 1st among the UK nations for household recycling – 65%.
- 3rd best nation in the world for household recycling.
- The aim is to ensure high recycling rates across all sectors, not only households.
- Over 70% of materials in the commercial waste stream could be recycled.



Why?

Recycling reduces carbon emissions

- 45% of carbon emissions are due to products we purchase
- 90% of biodiversity loss and water stress comes from resource extraction

Increasing recycling also:

- increases the amount and quality of recycled materials that can then be used by Welsh manufacturers and reduce the use of virgin materials;
 - supports workplaces to minimise waste and potentially save money;
 - helps the economy to create a greener Wales.
-

Why?

This will enable a consistent recycling system wherever anyone works, rests or plays.

WHO?

- Including:
- agricultural premises;
 - bars and public houses;
 - bed and breakfasts, hotels;
 - bus stations, railway stations, seaports, airports, heliports;
 - campsites and caravan parks (but not individual caravans);
 - care homes, residential care homes and nursing homes;
 - cinemas;
 - community centres and village halls;
 - construction sites;
 - educational establishments such as universities, colleges and schools;
 - entertainment and sports venues, including leisure centres;
 - factories;
 - film and television production sets;
 - garages for vehicle servicing and repair;
 - garden centres;
 - heritage buildings;
 - holiday parks and resorts;
 - hospitals;
 - libraries and museums;
 - **offices;**
 - outdoor markets
 - pharmacies, doctors' surgeries, dental surgeries, optometrists, opticians, podiatrists and other primary care facilities;
 - places of worship;
 - prisons;
 - **restaurants and cafes;**
 - service stations and petrol stations;
 - **shops and shopping centres;**
 - showgrounds;
 - sports grounds and stadia;
 - **take aways & mobile food vendors;**
 - theatres and arts venues;
 - venues for temporary events such as festivals and shows, including outdoors events;
 - warehouses; and
 - workshops.

If you mainly have an on-line presence, you will still need to comply with the changes on any premises that you use.

The new laws have three parts

1. The separation requirements
2. Incineration and landfill bans
3. A ban on the disposal of food waste to sewer



1. The separation requirements

The following materials will need to be collected separately:

- Paper and card
- Glass
- Metal, plastic, and cartons (and other similar packaging, for example coffee cups)
- Food – only for premises that produce more than 5kg of food waste a week
- Unsold small waste electrical and electronic equipment (sWEEE)
- Unsold textiles



Materials to be kept separate at point of presentation to waste collector
Separately collected recyclable materials to be kept separate and not mixed

2. Incineration and landfill bans

Incineration (separately collected materials)

- Paper and card
- Metals
- Plastic
- Glass
- Cartons
- Food
- All sWEEE
- Unsold textiles

Landfill (separately collected materials)

- Paper and card
- Metals
- Plastic
- Glass
- Cartons
- Food
- All sWEEE (includes unsold)
- All textiles (includes unsold)

Ban all wood waste from non-domestic and domestic premises to landfill

3. A ban on the disposal of food waste to sewer

- A ban on disposal of all food waste to sewer including via macerators, de-waterers or Enzyme treatment.
- This will divert waste food from disposal to Anaerobic Digestion (AD) and generate renewable energy.
- Food waste to be collected separately at source from all workplaces producing 5kg per week or more.



Enforcement of the new laws

- Natural Resources Wales (NRW) is responsible for making sure that materials are being separated and collected correctly, and that the ban on recycling going to incineration and landfill is being followed.
 - Local Authorities are responsible for making sure the ban on food waste going to sewer is followed.
 - If you do not comply with the law, it could mean a fine for your workplace.
 - Occupiers of premises are responsible and liable for the actions of their staff.
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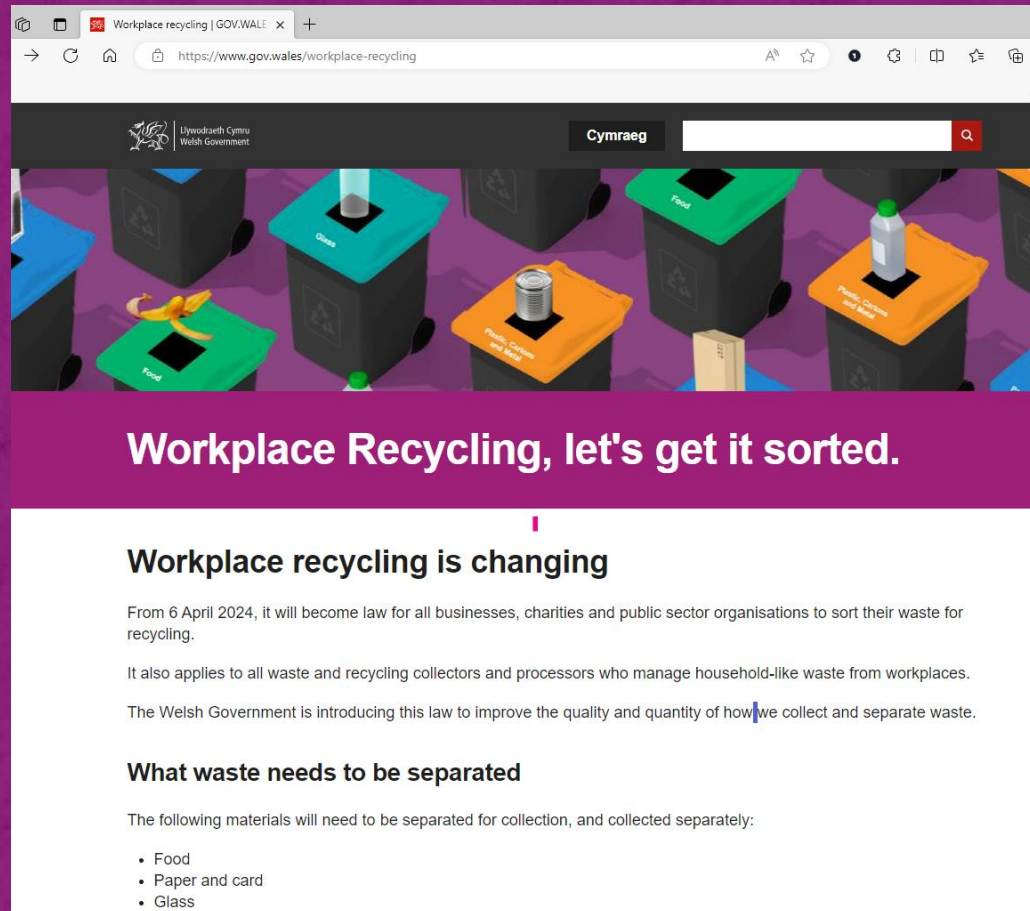
How to Get Ready

Read the Code of Practice – it contains all the detail about how to comply with the regulations

[Separate Collection of Waste Materials for Recycling: A Code of Practice for Wales | GOV.WALES](https://gov.wales)



Information available



Workplace recycling | GOV.WALES

https://www.gov.wales/workplace-recycling

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Welsh Government

Cymraeg

Workplace Recycling, let's get it sorted.

Workplace recycling is changing

From 6 April 2024, it will become law for all businesses, charities and public sector organisations to sort their waste for recycling.

It also applies to all waste and recycling collectors and processors who manage household-like waste from workplaces.

The Welsh Government is introducing this law to improve the quality and quantity of how we collect and separate waste.

What waste needs to be separated

The following materials will need to be separated for collection, and collected separately:

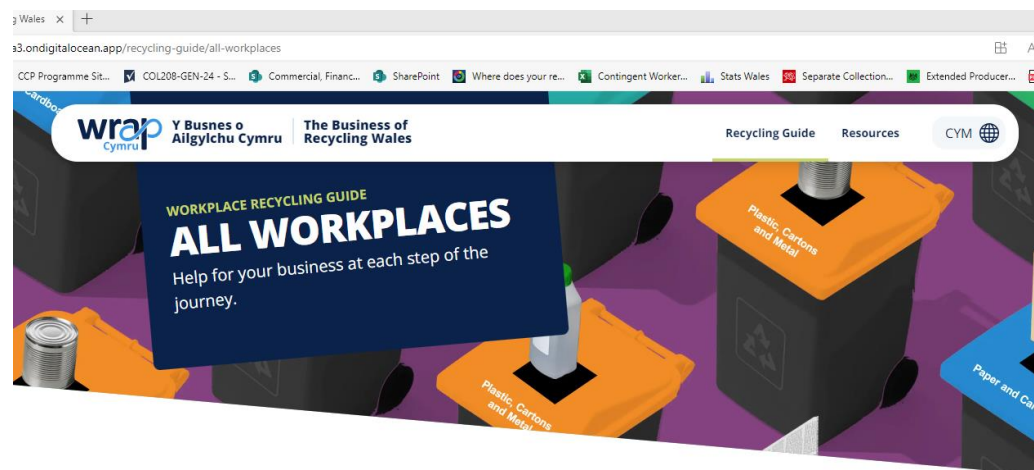
- Food
- Paper and card
- Glass

- Welsh Government webpage
- General guidance on the changes
- Code of Practice
- [Workplace recycling | GOV.WALES](https://www.gov.wales/workplace-recycling)
- [gov.wales/workplacerecycling](https://www.gov.wales/workplacerecycling)

WRAP Cymru Support



New 'Business of Recycling Wales' website



Guidance for all workplaces

The new recycling law applies to all workplaces in Wales.

This is a summary of the changes and offers tips on how you can get ready.

The law comes into effect on **6 April 2024**. It means all workplaces such as businesses, public sector and charities will need to separate their recyclable materials in the same way most households already do.

It also applies to all waste and recycling collectors and processors who manage household-like waste from workplaces.

Covered in this guide

- [What is the new law?](#)
- [How the law will be enforced](#)
- [How to get ready](#)
- [Further support and guidance](#)

businessofrecycling.wrap.org.uk

How to Get Ready

Understand your waste and recycling

Carry out a waste audit to identify what wastes are currently produced and recycling is already happening

Areas within a workplace most likely to generate waste include:

- staff room/mess room - paper, food and packaging materials;
- office – paper, food and packaging materials and
- warehousing/stock rooms – packaging such as cardboard, plastic films and wrapping.

Consider peak times when waste may increase ie Christmas or locations linked to tourism.

Waste prevention

Preventing how much waste you produce will help to save money

- Donate surplus or unsold stock
- Purchase recycled, refillable or reusable products wherever possible;
- Provide water fountains for staff to use and avoid single use disposable alternatives;
- Ask your suppliers to use returnable transit packaging that they collect from you when they next deliver and
- Consider ways of going paperless

Separate collections

Setting up a compliant recycling scheme

The responsibility to be compliant will fall on the business owner.

Consider the following:

- What is the amount or type of waste you regularly produce?
- Whether having recycling collections on certain days of the week will help reduce build up wastes
- Maybe little and often works better for you.
- If you don't have much space for external containers, could you share bins with other businesses to help reduce costs and space required?
- Speak to your existing waste collector about your new recycling needs.
- Get quotes from a range of collectors to get the best price and the most suitable service for you.

Bins

Where and how you will store your waste and recycling?

Consider the following:

- are safe and accessible for people, including users with disabilities, and your waste collector;
- are not in locations that cause an obstruction, a fire hazard or block escape routes;
- provide sufficient capacity;
- are close to where the waste and recycling is generated;
- are tidy, clean, and free from clutter or loose waste and
- are secure and do not allow waste or recycling to escape.



WRAP Cymru Support

Communication resources

- Posters, bin stickers
- Material stream icons, including new stream

Workplace Recycling: imagery for recycling signage and containers | WRAP (wrapcymru.org.uk)





plastig, cartonau a
metel

plastic, cartons &
metal



CARBORD A PHAPUR CARDBOARD & PAPER

✓ **le plis**

✓ **Yes please**



| | |
|--|---|
| <p>Cardbord</p>  <p>Cardboard</p> | <p>Papur swyddfa</p>  <p>Office paper</p> |
| <p>Amlenni</p>  <p>Envelopes</p> | <p>Papurau newydd</p>  <p>Newspapers</p> |
| <p>Llyfyrnau a chatalogau</p>  <p>Brochures & catalogues</p> | <p>Cylchgronau</p>  <p>Magazines</p> |

✗ **Dim diolch**

- ✗ Gwasttraff bwyd neu hylifau
- ✗ Bagiau Jiffy, neu amlenni gyda phadin neu swigod
- ✗ Swigod lapio
- ✗ Bagiau neu ddeunydd lapio plastig
- ✗ Cartonau bwyd neu ddiod
- ✗ Cwpanau coffi
- ✗ Hancsi neu dyweli papur

✗ **No thank you**

- ✗ Food waste or liquids
- ✗ Jiffy bags, padded or bubble envelopes
- ✗ Bubble wrap
- ✗ Plastic bags or wrapping
- ✗ Food or drink cartons
- ✗ Coffee cups
- ✗ Paper tissues or towels

busnesoailgylchucymru.com | businessofrecyclingwales.com

GWASTRAFF BWYD FOOD WASTE

✓ **le plis**

✓ **Yes please**



| | |
|---|---|
| <p>Bagiau te</p>  <p>Tea bags</p> | <p>Gwaddodion coffi</p>  <p>Coffee grounds</p> |
| <p>Crafion ffrwythau a llysiau</p>  <p>Fruit & veg peelings</p> | <p>Bwyd dros ben diangen</p>  <p>Unwanted leftovers</p> |

✗ **Dim diolch**

- ✗ Hylifau
- ✗ Deunydd pacio
- ✗ Bagiau neu deunydd lapio plastig
- ✗ Cwpanau coffi
- ✗ Papur cegin neu dyweli papur

✗ **No thank you**

- ✗ Liquids
- ✗ Packaging
- ✗ Plastic bags or wrapping
- ✗ Coffee cups
- ✗ Kitchen roll or paper towels

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Ailgylchu Cymru | The Business of
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Recycling Wales

For office use only: 10/2023

Workplaces that produce and handle food waste

The law to separate and recycle food waste applies to any premises that produce over 5kg of food waste per week, such as:

- Hotels
 - Restaurants
 - Cafés
 - Takeaways
 - Catering businesses (including those at events such as food stalls and events)
 - Shopping centre food courts
 - Sports stadiums
 - Canteens
 - Pubs
 - Offices with canteens, cafes or staff kitchen facilities
 - Schools, colleges, prisons, nursing homes and hospitals and
 - Any other workplaces that serve food.
-

Food waste & hygiene

The [Food Standards Agency \(www.food.gov.uk\)](http://www.food.gov.uk) provides guidance which means you need to:

- store food waste in sealable containers which are;
 - solid, and strong enough to hold food waste;
 - in sound condition – i.e., without breakages or splits that could enable pests to access waste or cause leaks and
 - easy to clean and disinfect;
- remove food waste and other rubbish from areas as soon as possible and
- have enough waste storage facilities to store and dispose of food waste and other rubbish to keep them clean.

WRAP support for food waste reduction

WRAP provides support for food businesses to reduce food waste via:

- [The Guardians of Grub](https://guardiansofgrub.com) campaign supports Hospitality and Food Service businesses to reduce the alarming amount of food wasted every single year.
guardiansofgrub.com
- [WRAP Food Waste Reduction Roadmap Toolkit](https://wrap.org.uk/resources/tool/food-waste-reduction-roadmap-toolkit) is an industry wide roadmap and toolkit that helps food businesses take targeted action to reduce waste in their own operations, their supply chain and from consumers.
wrap.org.uk/resources/tool/food-waste-reduction-roadmap-toolkit



Staff training

- Ask for ideas on how a scheme may work, as they may have spotted opportunities or issues which you have not considered;
- Identify a recycling champion to encourage everyone to do the right thing. Management still has ultimate responsibility to ensure all members of staff understand what is expected of them.
- Provide clear instructions on what they should do
- Provide training to permanent, seasonal and temporary workers.
- Share information about recycling via regular updates
- Ask for feedback.

WRAP Cymru Support



- User guide on how to make best use of the resources
- PowerPoint template to use in staff briefings
- FAQs
- Email – WalesRecycles@wrap.org.uk / CymruYnAilgylchu@wrap.org.uk

**The Business
of Recycling**

User Guide

wrap The Business
of Recycling

WRAP Cymru Support



Sector specific guidance, case studies and webinars, on how to comply with the new regulations for the following sectors:

- Small and medium size businesses (SMEs) - 30 Jan 10am
- Entertainment and leisure facilities (including campsites, chalets, lodges, hotels, caravans) 31 Jan 10am
- Retail – 6 Feb 10am
- Residential settings (including care homes) - 6 Feb 10am
- Hospitality and food services – 7 Feb 10am
- Outdoor events - 8 Feb 2pm
- Education settings and universities – 20 Feb 10am

Summary

- 6 April 2024
- Applies to all workplaces
- Requirement to separate for recycling
- No food waste to sewer
- Bans on certain waste streams going to incineration and landfill

SME Workplace Recycling Support Case Study

Owain Griffiths

Circular Resource Specialists

30th January 2024



crs.cymru

Workplace Recycling



- Introduction to CRS
- Background and Costs
- Waste Audit and Waste Management Practices
- Recommendations, Changes, and Costs
- Common Issues for SMEs and Procurement

Suggestions

CRS – About Us



Started 1.5 years ago – with aim to help public/private organisations move to a Circular Economy. Team of 3



20-25 years experience each in Wales including national level roles. Direct operational experience running collections – including household, street and commercial collection services.



Preparing business/organisations for Workplace Regulations. Carbon accounting, waste audits, Circular reviews.



Modelling waste collection services – recently assisting Newport CC prepare for Workplace Regulations

Background & Challenges



Double Glazing Manufacturer c.70 Employees.

Waste viewed as a fixed overhead.

Ineffective waste practices.

No understanding of Waste Hierarchy or Circular Economy.

Clients increasingly want evidence of Circular activities.

Costs



15m residual skip @ £480 / week.

4 X 1.1m bins @ £128 / week.

6.1M recycling bin @ £129 / week.

27m skip for off-cut frames at -£100 / load.

Different
contractors



Waste Audit – Recycling Skips



Lots of contamination:

Sealant tubes

Unrecyclable plastics

Un-flattened cardboard –mostly
air

No other recyclables visible



Waste Audit – Recycling Skips



Poor stacking

Large void spaces

Paying to transport air

Better deal available by
maximising payload



Initial Recommendations



- Separate and flatpack cardboard
- Separate and recycle plastic film
- Cost/benefit analysis on bulking – and direct delivery



- Assess if 5kg/week threshold is exceeded



- Stop mixed recycling
- Relatively small amounts of recyclate covered by regs are produced – cheap service on offer from local authority

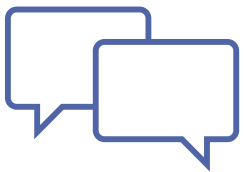
Cultural Changes / Staff Waste



- Appropriate receptacles for business-related waste (card/film/office paper etc.) in strategic locations.
- Removal of residual waste bins as much as possible.



- Integration of recycling into Work Instructions
- Managers become recycling champions – supervision and assessment built into their Work Instructions



- Canteen/mess rooms/office have specific stations for regulation-compliant materials

Savings



| | |
|---|-----------------------|
| Removal of 6.1m Mixed Recycling container | £ 6,473 |
| Removal of 2 x 1.1m waste bins* | £ 3,293 |
| Reducing lifts of 15m ³ skip to 34 per annum (inc. disposal)** | £ 4,928 |
| Introduction of Separate Recycling (Cost per annum)*** | £ -260 |
| Total Waste handling cost reduction | <u>£14,434</u> |

*Suitable and cost-effective regulation-compliant recycling collections required residual waste service.

** Initial conservative estimate – to be continuously monitored and reviewed as part of Work Instructions.

*** Assumed bulked card and film accepted by off-takers free of charge (supported by market research)

Common Issues For SMEs



Not enough storage for separated materials:

- Remember: no additional materials are being produced
- Consideration of waste elimination / reduction
- Monitor bin fill rates: are full bins being presented for collection – huge efficiency opportunities
- Increased recycling = reduced residual waste. Reduce bin size or collection frequency (and reduce associated cost)

Not enough materials produced:

- E.G glass jars in offices. Consider ownership: if bought by an individual the item is theirs and can be taken home to be recycled in household collections

Will we need to manually sort bins if incorrectly used?

Procurement



Informed procurement gives comparable bids

Undertake a waste audit – know what you are asking collection contractors for

Monitor bin fill rates. Partially full bins = inefficiency and unnecessary cost

Consider a flexible collection/billing service where possible

Shop around, find the best service for your needs



Questions?



Circular Resource Specialists

www.crs.cymru

Owain Griffiths

owain@crs.cymru

07789 505599

Business Wales

Get the support you need



Llywodraeth Cymru
Welsh Government

Business Support

- Business Wales is the Welsh Government's fully-funded business support service, helping Welsh businesses and aspiring entrepreneurs to access the information, advice and support they require to start, run and grow their businesses.
- No matter where a business is in their life cycle, from start-up to growth phase, established, expanding or maturity, Business Wales has the skills, experience and knowledge to guide and assist the ambitions of business.
- The level of support is tailored according to the business need and we offer a mixture of online and face-to-face support, as well as workshops and individual advice.



What?

- General business advice
- Tendering advice
- Equality, diversity and HR advice
- International trade support
- Skills Gateway
- Business mentoring
- Decarbonisation

How?

- Online support
- Workshops & Webinars
- 121 support



Decarbonisation Support

- Energy efficiency
- Environmental Management Systems
- Emission calculations
- Carbon reduction plans
- Renewables
- Waste management
- Green Skills
- Sustainable Transport
- Legal compliance
- Green Growth Pledge



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“With the help of Business Wales, I was able to start and grow my Video Editing business. Their support has been invaluable to me.”

Brian Hedges-Webb, B C Webb Media

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Get fully funded support for starting your own business by clicking on the link above



“Business Wales has been a great mentor for our business, the speed of reply is incredible and is very important for any business and entrepreneur.”

Ammar Akhtar, Finalrentals Limited

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Any questions?



Diolch Thank you

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