

ENVIRONMENTAL BRIEFING

Waste segregation – improvements needed

Waste segregation is a legal requirement and not optional. ALL sites **MUST** comply with the requirement to segregate wastes under legislation introduced more than a year ago. Internal and external environmental audits have identified widespread issues with segregation on sites and, in many cases, inadequate segregation facilities – particularly in mess rooms. Performance must improve, as the Environment Agency and Natural Resources Wales may take action for non-compliance. Proper segregation will also avoid costs associated with failed collections.

ALL sites MUST have facilities, including internal separate bins, to segregate:-

Waste Type	Internal bin liner	✓ YES	X NO
Food – food only including tea bags with no contamination e.g.no packaging, cutlery or plates	Clear or bio-degradable bin bag	<ul style="list-style-type: none"> • Food • Tea bags • Plate scrapings • Peelings • Coffee grounds 	<ul style="list-style-type: none"> • Used paper towels • Empty food containers and packaging • Cutlery/plates • Oils • Glass • Hazardous waste
Recycling – paper, card, plastics, metals – all MUST be clean, dry and uncontaminated	Clear bin bag	<ul style="list-style-type: none"> • Clean paper & card • Empty food & drink cans • Newspapers & magazines • Empty cartons eg fruit juice cartons • Clean plastic pots, tubs and trays • Empty plastic bottles • Clean aluminium foil and food trays 	<ul style="list-style-type: none"> • Shredded paper • Paper or cardboard contaminated with food/oil/grease/paint • Tissues/paper towels/kitchen roll • Laminated paper cups • Hazardous waste • Glass
General - residual (non-recyclable) waste	Clear or black bin bag	<ul style="list-style-type: none"> • Flexible and soft plastic packaging • Contaminated materials • Soiled products 	<ul style="list-style-type: none"> • Clean paper, card, tins, cans or plastic containers • Food or teabags • Glass • Electrical or battery operated devices and products • Hazardous waste
Glass – if generated on site	<i>If glass waste is generated it must be segregated and NOT disposed in general, mixed recycling or food waste bins. Glass waste should be avoided or separate provisions requested</i>		

Key Points

- Internal recycling stations **MUST** be established – with at least 3 segregated and labelled bins. These can be ordered from Biffa.
- Segregation of Food, Recycling and General Waste is the **minimum legal requirement**.
- External segregated & labelled bins **MUST** also be available. Please request from Biffa if not already available.
- Glass waste should be avoided. Where it is produced an additional bin will be required from Biffa to segregate from all other wastes.
- Routine use of General Waste skips **MUST** be avoided. These cost more than using properly segregated bins.
- Metal should be segregated in a metal waste skip so that a rebate can be obtained for the scrap value.
- Biffa portal can be used to change bin collection frequencies as necessary.



What does Compliance look like? Biffa Compliance Solution

General Waste	Mixed Recycling	Food Waste
<p>General waste container, what goes in?</p> <p>✓ Yes</p> <p>Flexible and soft plastic packaging Contaminated materials Soiled products</p> <p>✗ No</p> <ul style="list-style-type: none"> Clean paper, card, tins, cans or plastic containers Food Glass Electrical or battery-operated devices and products <p>Remember If it can be recycled, put into the correct container ensuring it is clean and dry. Anything that cannot be recycled needs to go into the general waste.</p>	<p>Recycling container, what goes in?</p> <p>✓ Yes</p> <p>Clean paper and card Empty food and drink cans Newspapers and magazines Empty cartons e.g. fruit juices</p> <p>Clean plastic pots, tubs and trays Empty plastic bottles Clean aluminium foil and food trays Empty aerosol cans</p> <p>✗ No</p> <ul style="list-style-type: none"> Shredded paper Paper or cardboard contaminated with food/oil/grease/paint Tissues/paper towels/kitchen roll Till receipts Laminated paper cups <p>Remember No hazardous waste. Make sure all material is clean, dry and uncontaminated. If the recycling waste is wet or contaminated with oil, foods etc, it cannot be recycled.</p>	<p>Food waste container, what goes in?</p> <p>✓ Yes</p> <p>Food Tea bags</p> <p>Plate scrapings Peelings Coffee grounds</p> <p>✗ No</p> <ul style="list-style-type: none"> Used paper towels Empty food containers and packaging Large bones Oils <p>Remember Make sure all food waste is free from contamination such as plates and cutlery. If the waste contains any material that is not food it cannot be recycled.</p>
Internal bins		
<p>Please use black bags to transfer to the outside bin</p>	<p>Please use clear bags to transfer to the outside bin</p>	<p>Please use clear or biodegradable bags to transfer to the outside bin</p>
External bins		
<p>General Waste</p> <ul style="list-style-type: none"> Any waste that is not recyclable or that is contaminated 	<p>Mixed Recycling</p> <ul style="list-style-type: none"> Plastic Metal Paper and Card 	<p>Food</p> <ul style="list-style-type: none"> Plate scrapings Tea bags Coffee grinds Peelings and off-cuts Unusable food waste