



## Workplace Recycling – What you need to know

### What is changing?

The law is changing in England which will require you / your workplace to recycle a core set of recyclable materials

### When is this happening?

By 31 March 2025 – if you have 10 or more full-time equivalent (FTE) employees.

By 31 March 2027 – if you have fewer than 10 FTE employees in total across all of your premises.

### What will I need to recycle?

You will need to recycle the following materials. Your waste collector will tell you which materials can go in the same bin for collection.

- Food waste
- Paper and card
- Plastic bottles, pots, tubs and trays, and cartons
- Metal tins and cans, foil and empty aerosols
- Glass bottles and jars
- Plastic films (from 2027)

### Why is the law changing?

- It will lead to a consistent, comprehensive approach to recycling across England where you can recycle the same materials whether at home, work or school.
- It will reduce confusion around recycling, greenhouse gas emissions from waste, and improve recycling rates.
- It will lead to more recycled material in the products we buy and growth across the UK recycling industry

**This is a legal requirement and ignoring the changes could result in compliance action being taken against your business.**

### Who needs to act?

All workplaces in England, including:

- Businesses
- Care homes
- Educational establishments
- Healthcare establishments
- Places of worship
- Penal institutes
- Charity shops
- Residential hostels
- Premises used for public meetings

### What should I do now?

- Speak to your waste collector to check if your current services meet the requirements or if you need to make any changes
- Tell your staff about any new processes and how to recycle correctly. This might include signage on bins.
- Decide how frequently your recycling and food waste collections should be based on the amount of waste you produce.
- For more detail on the actions you need to take, you should check the [guidance](#) and the [toolkit](#) of supporting materials.