

SIMPLER RECYCLING

From the 31 March 2025 new government regulations require workplaces/businesses/schools with 10 or more full time equivalent employees to separate the following groups of recyclable materials from general waste.



LISTED BELOW ARE THE MATERIALS THAT SHOULD GO IN EACH BIN:

✓ Recycling bin

- Steel and aluminium tins and cans
- Aluminium foil and clean food trays
- Steel and aluminium jars and bottle lids
- Empty non-toxic aerosol cans
- Plastic bottles
- Pots, tubs and trays
- Empty cartons for food and drink
- Paper
- Cardboard (no takeaway pizza boxes)
- Newspaper
- Magazines
- Envelopes
- Delivery boxes

✓ Food waste bin

- Plate scrapings
 - Tea bags
 - Tea and Coffee grounds
 - Peelings and off-cuts
 - Egg shells
 - Bread, pastries and cakes
 - Pasta, rice and beans
 - Meat and bones
 - Out of date food
- Please make sure there are no serviettes, wipes, cutlery and gloves.**

✓ Glass bin

- Glass bottles
 - Glass Jars
- Please remove lids first**

To determine what bins you need, we suggest you follow the points below:

Step 1

Conduct a waste audit. A waste audit is a hands-on review of the different types of waste your business/workplace produces. (See waste action plan on reverse).

Step 2

Have the right bins available inside and outside, recycling, glass, food waste and general waste bins. (we would suggest that the bins be labelled so that everyone knows what to put in each bin).

Step 3

Communicate changes about Simpler Recycling to all. A successful waste reduction and recycling programme depends on everyone's involvement.

Step 4

Dedicated places for internal and external bins (external bins should be accessible for our collection crews).

Step 5

Sorting of waste to avoid contamination. Waste should be sorted into the correct bins provided by Eastleigh Borough Council. All recycling should be put into the recycling bin/s loose (no plastic bags). Breakdown cardboard to give you more room in the recycling bin.

If you have any queries, please contact tradewaste@eastleigh.gov.uk or visit www.eastleigh.gov.uk/businesswaste or www.gov.uk/guidance/simpler-recycling-workplace-recycling-in-england



