

RECYCLING WORKSHOP GUIDE

BSQ

Who are Recorra?

Recorra are your commercial waste management company, who holds sustainability and social value in high regard. We deliver real recycling to organisations looking to reduce their carbon footprint and promote a circular economy.



We collect 38+ waste streams



Why do we Recycle?



Reduces Waste



Conserves Resources



Saves Energy



Legal Obligation



Saves Money

Recycling Tips & Tricks

Recycling Facts



Glass is indefinitely recyclable.

Glass can be recycled endlessly without losing quality or purity. We must make sure glass is contaminant free to increase quality.



Plastic bottles take 500 years to decompose.

Recycling plastic reduces the need for new plastic production and helps keep our environment, including oceans, rivers, and landscapes, clean.



Paper recycling saves trees, water and energy

Recycling one ton of paper saves 17 trees, 7,000 gallons of water, and enough energy to power an average home for six months.



Aluminium recycling saves energy

It takes the same amount of energy to recycle 20 cans as it does to make one new one.



Batteries & Vapes Recycling

- Save and reuse valuable resources
- Unsafe disposal is a health and safety concern
- Recovery of precious metals for future product
- Legal Obligation



Recycling Facts

Flexible Plastics



Keep plastic bags and film separate from your mixed recycling

Plastic Bottles



Keep bottles tops on



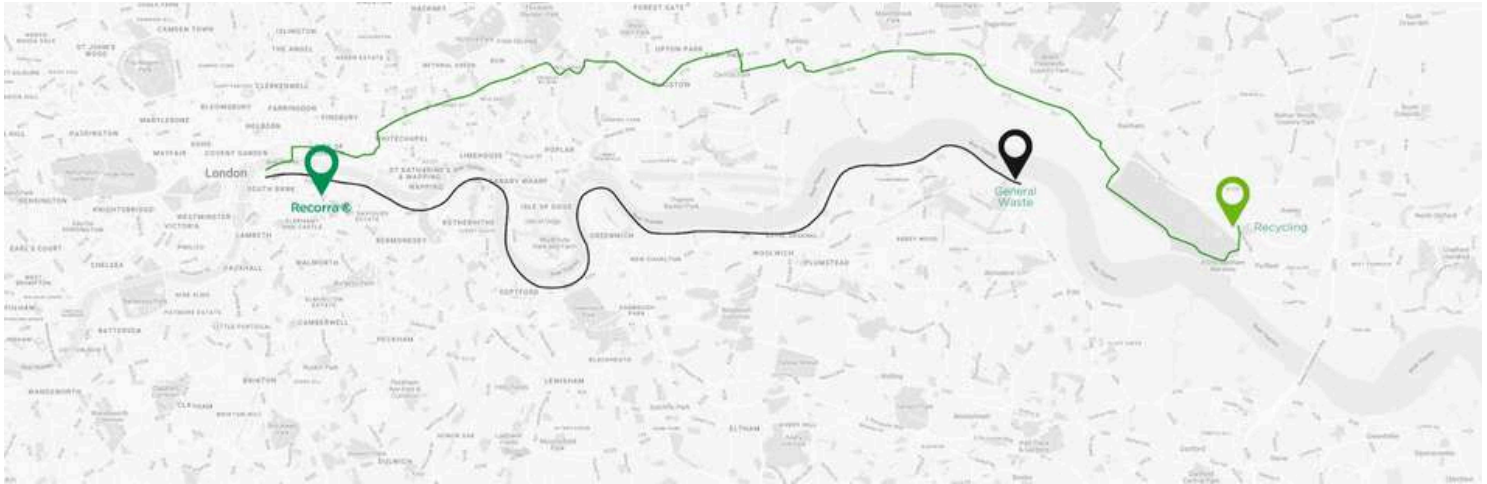
Keep your recyclables clean and dry

Mixed Recycling

Recorra take your mixed recycling via our RCV trucks to our Materials Recover Facility where they are processed and baled for re processing.

General Waste

Your general waste is taken via barge to our waste partner Cori Environmental where it gets incinerated.



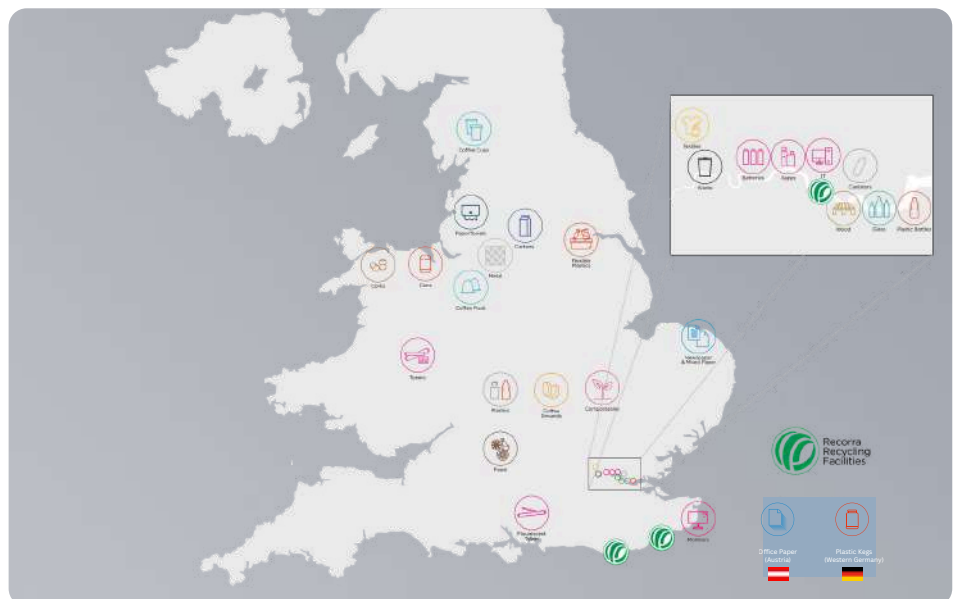
Emissions Free Fleet

Recorra is transitioning its fleet to Hydrotreated Vegetable Oils (HVO), a biofuel that reduces carbon emissions by 90% compared to diesel, helping meet carbon reduction targets. HVO is a cleaner, more efficient fuel made from waste oils and fats, and while it's a short-term solution, it significantly lowers emissions until electric fleets can fully replace fossil fuels.

Keeping it local

We keep 98% of our materials within the UK for recycling, giving you complete transparency and trust that their waste is being recycled properly and will not wash up on the shores of developing countries.

We keep **98%**
of our materials within
the UK for recycling



Mixed Recycling

All items should go into the mixed recycling in a clean and dry state.



What should go in your mixed recycling bin

Plastic Containers	Cans	Cartons	
Contaminated food packaging	Paper towels/Tissue	Glass	

Plastic Codes

Plastic codes help you identify whether an item can or cannot be recycled. The items below with a tick can be placed into the mixed recycling bin.

PET / PETE Polyethylene terephthalate	HDPE High-density polyethylene	PVC, Vinyl Polyvinyl chloride	LDPE Low-density polyethylene	PP Polypropylene	PS Polystyrene	Miscellaneous Polycarbonate and more

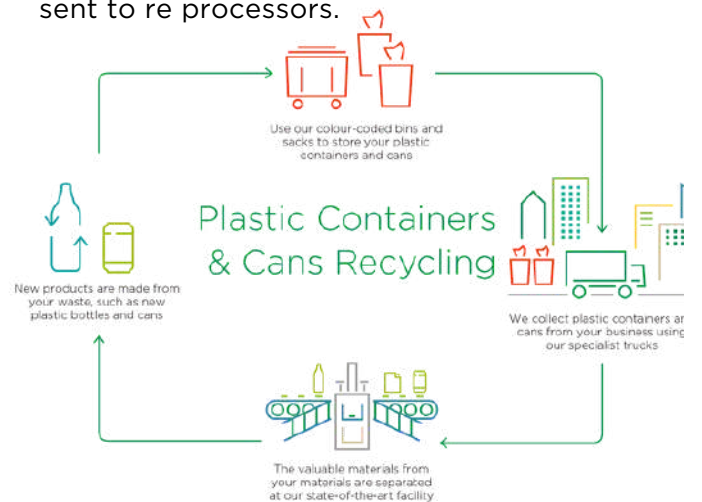
Common Contaminants

These items cannot be recycled and must be placed into the general waste bin.

Polystyrene	Compostable Packaging	Coffee Cups
Meal Deal Packaging	Vegware Packaging	Cardboard with plastic film

Mixed Recycling Journey

Mixed recycling is taken back to our Materials Recovery Facility. Items are sorted, bales and sent to re processors.



Food Waste

With the new Simpler Recycling Legislation coming into effect on the 31st of March, 2025, please see the new rules around food.

- Food waste must be collected from businesses
- No ifs no buts...there is no minimum quantity in England
- it is now AGAINST THE LAW not to segregate food waste



What should go in the food bin



Coffee grounds



Fish, meat, bones



Tea bags



Pastries and cakes



Fruit and vegetables



Dairy products



Paper Towels/Tissue



Packaging



Compostable Packaging



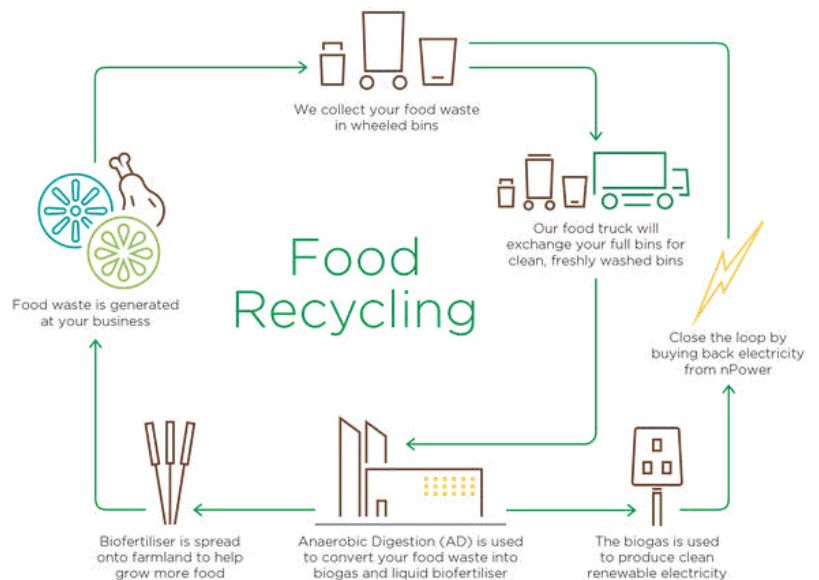
Food Waste Journey

Your food waste is taken to anaerobic digestion.

A combined heat and power (CHP) engine converts the biogas from food waste into a clean supply of electricity and heat.

Produced heat is reused in the AD process, and the electricity generated enters the National Grid as a totally clean source of renewable energy.

The highly stable nutrient-rich bio fertiliser is kept in storage tanks ready for application on to agricultural land, at the correct time, reducing the reliance on fossil fuel-based fertilisers.



Glass

With the new Simpler Recycling Legislation coming into effect on the 31st of March, 2025, please see the new rules around glass.

- Glass recycling is mandatory for any business that regularly produces glass
- As a rule of thumb, if you produce 5 bottles per week - we do ad-hoc collections



What should go in the glass bin



Any colour glass bottle



Any glass jar



Crockery



Pyrex containers



Kitchenware



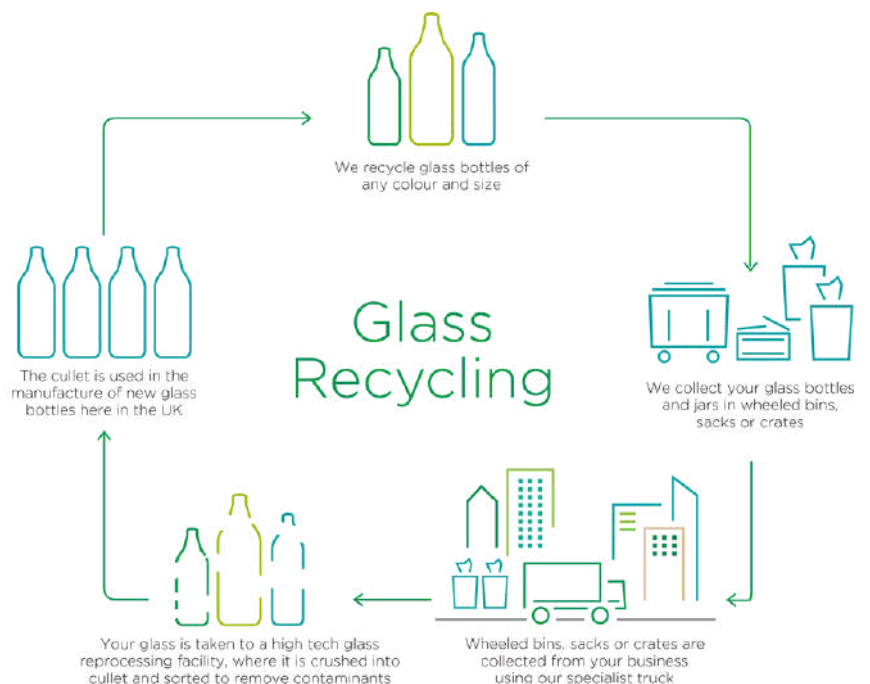
Common Contaminants

- Do not place any crockery or kitchenware into the glass bin. These items are very low quality and we cannot recycle them. Please place them in general waste.
- Ensure all glass is decanted without sacks.

Glass Waste Journey

Recorra delivers mixed glass to URM UK, whose processing plant is located so close to our facility we can tip the material directly from our vehicles, minimising costs and greenhouse gas emissions.

Here, bottles are crushed into a cullet and sorted to remove contaminants such as bottle caps and paper. It is then scanned to detect the various colour and shades of glass. The glass is separated into 3 main colours: clear, brown, and green. It is then crushed and supplied to manufacturers who make new bottles and jars from the finished, high-quality cullet.



General Waste

Recorra advise if you don't know where an item should be placed, place it into the general waste bin as we don't want to risk any recyclables items from being contaminated.



What should go in the general waste bin



Contaminated food packaging



Polystyrene



Crockery



Soft plastic/film



Plastic containers



Glass



General Waste Journey

Your general waste is transported by barge, which saves 100,000 heavy vehicle from London's roads each year.

General waste is taken to a modern energy-from-waste facility, where it is converted into energy.

The energy generated goes back into the national grid to be used by homes and businesses.



Coffee Ground

Although coffee grounds can enter the food waste bin, if produced in high quantities, Recorra suggest diverting them to a dedicated coffee bin where they can be recycled into a variety of products.



What should go in the coffee grounds bin



Coffee ground



Coffee Beans



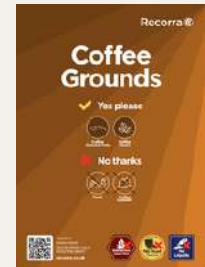
Food



Coffee Capsules



Filter Paper



Coffee Grounds Waste Journey

Your coffee grounds are turned into a variety of products.

- Biomass Pellets - compressed organic material, including coffee grounds, used as a renewable energy source.
- Cosmetic Body Scrubs - Natural exfoliants repurposed into sustainable skincare products.
- Coffee Liqueur - Recorra sends 2 tonnes of grounds weekly to Realizzato to be crafted into premium coffee liqueur.



Recorra's Engagement Events

Recycling Focused Engagement Events

Recorra provide recycling-focused engagement activities, that increase understanding and promote sustainable behavioural changes.

Recorra recycling activities cover activities that promote your Environmental, Social and Governance credentials and help you reach your sustainability goals .

Recorra's engagement events aim to increase your recycling rates and reduce your contamination event.

Environmental Engagement Events

Recorra's environmental engagement events focus on promoting sustainability by addressing contamination at the floor level and ensuring proper bin setups for effective waste segregation.

This aligns with the goal of environmental sustainability in recycling, which aims to conserve finite natural resources, minimize waste, and reduce environmental impact through the reuse of materials.



Environmental Activities



Recycling Improvement Strategies

To gain a full understanding of how your site operates, our team will evaluate the waste streams on site, bin layouts, and signage available. Following the floor walk, a bespoke report will be written and sent to you, outlining observations and suggesting recommendations for improvement such as food waste, soft plastics and coffee cup recycling.



Waste Composition Analysis

Our Waste Composition Analysis helps to understand what is being disposed of in your bins. We will undertake a deep dive of the contents of your bin, to produce a report with findings, images, and improvement recommendations. This allows us to develop strategies to target specific items causing contamination.

Recorra's Engagement Events

Social Sustainability

Social sustainability is about creating positive, lasting impacts on communities and improving well-being. At Recorra, we focus on Corporate Social Responsibility (CSR) events that engage our customers in meaningful ways, helping them see the direct impact of their recycling behavior.

By participating in these events, customers not only contribute to environmental sustainability but also give back to their communities, fostering a sense of responsibility and connection.

These initiatives are designed to promote mental health and well-being, creating opportunities for individuals to collaborate, learn, and feel good about the positive changes they are making for the environment and society



CSR Events



Community Litter Pick Ups

With recycling, there is often a disconnect between a person's actions and the potential positive outcomes. Recorra work with the Marine Conservation Charity to provide beach cleans for our customers. Our community clean up events are a great way for customers to improve the quality of the local environment and improve mental health and well-being, whilst seeing the impacts of recycling behaviour.



Volunteering

Volunteering with Plan Zeroes, available at both. Borough Market (6 days a week) or Kings Cross. 3 days a week). A very short volunteering session from 4:45pm -6pm, only requires small group of 4 volunteers.

Recorra's Engagement Events

Governance Role in Sustainability

At Recorra we help businesses understand the broader impact of their actions. Educating our customers is crucial for fostering responsible recycling behaviours, and encouraging the adoption of sustainable practices that create lasting change within any organisation.

This knowledge empowers employees and decision-makers to take ownership of their recycling efforts, leading to more effective waste management and a greater commitment to sustainability.

When organisations understand the direct link between responsible recycling and cost savings, reduced environmental impact, and enhanced reputation, they are more likely to integrate these practices into their daily operations.



Educational Events



Recycling Training

Recorra offers comprehensive recycling training for both staff and cleaning teams, featuring engaging, interactive presentations. These sessions cover key topics such as recycling awareness, practical tips and tricks, identifying contamination, and strategies to reduce waste effectively.



Materials Recovery Facility (MRF) Tour

A visit to our recycling facility helps people understand what really happens to their recycling after it goes in the bin. It is also a great way for your team to carry out due diligence and to learn more about the journey of your waste. Our facility is located in Purfleet, Essex and we will take you on a guided tour of the whole facility walking you through each step of the segregation process.



Awareness Stands

Interactive and engaging recycling days, themed around contamination, environmental days or recycling initiatives. Consultants are available to answer questions, host recycling activities and promote the sustainability initiatives of the building.

Contact the team today to improve your bin-frastructure

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