



# **HTA Information Sheet**

Packaging Waste Compliance  
2017

A company is obligated to be compliant under the Packaging Waste Regulations if it has a turnover of more than £2 million per year and handles more than 50 tonnes of packaging per year.

The HTA produces a WorkBook which enables members to calculate the amount of packaging that they handle. The WorkBook uses turnover in sales categories to calculate packaging handled, and if greater than 50 tonnes, will further calculate the amounts of packaging to be recovered and recycled according to national target recovery rates. There are two versions depending on whether you are predominantly a grower or retail business.

The WorkBook is one of only very few ‘ready reckoner’ methodologies approved by the Environment Agency. It is in the form of a Microsoft Excel Workbook and comes with full instructions. Due to the substantial costs involved in revising and maintaining the data and conversion factors to the satisfaction of the Environment Agency, we charge a fee for the WorkBook, which should be purchased annually to meet the Environment Agency’s requirements.

The rates for 2017 are as follows and are calculated according to your HTA subscription band:

<b>Packaging Waste WorkBook</b>	
<i>HTA subscription band</i>	<i>2017 Pricing plus VAT</i>
5	£320
6	£490
7	£560
8	£615
9	£765
10	£820
11	£940
12	£1,005
13	£1,130
14	£1,255
<b>Threshold Calculator</b>	<b>£155</b>

We believe this offers excellent value for money as it is estimated that it could cost up to £12k for companies to calculate their obligations independently.

One of the major problems facing a smaller company is whether the thresholds of £2m and 50 tonnes have been exceeded. The turnover of course will come from the accounts, but estimating whether more than 50 tonnes of packaging has been handled can be problematic.

To address this problem, the HTA has produced a simple economic indicator to determine if this tonnage threshold has been exceeded. The indicator uses the same methodology as the main Workbook but **does not** calculate any obligation under the regulations, merely if the tonnage threshold has been exceeded.

This is available to members for £155 plus vat and if it is found that the threshold has been exceeded, this will be deducted from the cost of the purchase of a full Workbook.

**If you are interested in purchasing a copy of the Workbook or Threshold Indicator, please contact HTA Services on 0333 003 3550 or [services@hta.org.uk](mailto:services@hta.org.uk)**

If you fit the criteria listed above you will need to do the following in order to make sure you are compliant with the regulations:

- 1) Register with the relevant Agency (the Environment Agency (EA) in England, Scottish Environmental Protection Agency (SEPA) in Scotland, the Northern Ireland Environment Agency (NIEA) in Northern Ireland and Natural Resources Wales (NRW) in Wales in those devolved administrations) by 7th April each year.
- 2) Meet your recovery and recycling obligation for your packaging handled in the previous year.
- 3) Provide a certificate of compliance to the relevant Agency by 31st January of the next year.

Most companies find a straightforward method of compliance is to join a Packaging Compliance Scheme, which will meet the requirements of 1), 2) and 3) on behalf of its members. You will need to check the compliance scheme's timescales as usually registration is required early in the year.

The HTA has negotiated preferential terms of membership of the SWS Compak Packaging Compliance Scheme. Final data is required by SWS no later than 15 March 2017. Paul Marsh of ecoVeritas compiles the Workbook and operates the Waste Regulations Advice Line, and he will be more than happy to check the Workbook for you before you send it in, but do allow 2 to 3 working days at least before the deadline. **Contact the Waste Regulations Advice Line via [wasteregs@hta.org.uk](mailto:wasteregs@hta.org.uk) or call 0333 005 0177.**