

A Helpful Guide to Learn How to Dispose of Your Business Waste



The Environmental Protection Act 1990 requires businesses that produce waste to dispose of it in a legal way. If you don't know how- read on!

What are my responsibilities as a business owner?

- keep waste to a minimum by doing everything you can to prevent, reuse, recycle or recover waste
- sort and store waste safely and securely
- complete a waste transfer note for each load of waste that leaves your premises
- check if your waste carrier is registered to dispose of waste
- to not allow the waste carrier to dispose of your waste illegally

What counts as business waste?

Any waste that comes from a commercial activity is business waste. If you use part of your home to run your business then any waste from that part is business waste.

How should I sort and store my waste before it is disposed?

You must store waste safely and securely. To do this:

- store waste in a secure place
- use suitable containers that will stop waste escaping
- label containers clearly with the type of waste they contain
- use covers to stop waste blowing away
- use waterproof covers if rain could cause contaminated run-off or prevent the waste from being reused

How do I dispose of my waste in a legal way?

- Take your waste to a licensed disposal point yourself (you'll need to register as a waste carrier and you may need to apply for a waste permit)
- Arrange for a collection via a registered waste carrier

What is a waste transfer /duty of care note and when do I need one?

For each load of non-hazardous waste you move off your premises, you need a waste transfer note or a document with the same information, such as an invoice. Your business and the business taking your waste both need to:

- Fill in the sections of the waste transfer note that apply to you
- Sign it

Keep a copy for two years. You will need to show it to an Enforcement Officer from MK Council or the Environment Agency if asked. This note proves that you have complied with the legislation and disposed of your waste in a legal manner.

Does MK Council collect commercial waste?

No, although their contractor, Serco, does. To discuss commercial collections please call 01908 372480. If you are unable to locate a commercial contractor, MK Council can arrange for a waste disposal company to make collections from your premises, please call 01908 691691.

Where is the nearest Trade Waste Facility?

Newport Pagnell Community Recycling Centre is available for those businesses and traders who hold their own waste carriers licence.

Can't I put my waste out every week for collection by the refuse trucks?

No. These weekly collections are for household waste only and not business/commercial waste. This is classified as fly-tipping and is enforceable.

People who dump rubbish can be fined up to £50,000 or face prison sentences of up to five years!