

Reuse and Recycling Credits: 2026–27 Guidance

For members of the Reuse and Recycling Credits Scheme

This document is intended for members of the Reuse and Recycling Credits scheme and serves as the official guidance for the 2026–27 scheme year. Please read it carefully, as there are important updates to submission timelines this year.

Important Notice: Revised Submission Deadlines for 2026–27

To improve the efficiency of our reporting and payment processes, we have revised our quarterly submission schedule for 2026–27. Claims must now be submitted within the first two weeks of the month following the end of each quarter. Invoices must be received alongside submissions to enable timely payment. Please refer to Section 3 for full details and deadlines.

1. Applying for the Scheme

The 2026–27 scheme runs from April 2026 to April 2027. Applications must be submitted by 15 May 2026. The application form is fully digital. Apply for the 2026–27 round via our [online form](#).

The digital declaration is legally binding and replaces the previous pen-and-paper signature. You will only need to complete the full application form once per financial year.

If your application is successful, we will:

- Issue you a purchase order (PO) number for your annual claim, based on your estimated annual tonnage.
- Register you as a supplier on our finance system.

Please note that the PO number is for administrative reference only. It does not constitute a commitment to a minimum or maximum spend.

2. Submitting Evidence

We have streamlined our evidence requirements. You no longer need to post full sets of paper receipts to us each quarter.

Quarterly Tonnage Spreadsheet

Please continue to complete and submit the quarterly tonnage spreadsheet each quarter, using the version we send you upon confirming your application.

Receipts and Supporting Evidence

Physical receipts no longer need to be posted to us on a quarterly basis. However, you must retain appropriate evidence and provide it upon request (for example, during an audit). Acceptable forms of evidence include:

- o Individual paper receipts
- o Scans or photographs of paper receipts
- o A collection report from your licensed waste carrier

All digital or physical receipts must be retained for a minimum of five years to comply with audit requirements.

Invoices

Your invoice must be submitted at the same time as your quarterly tonnage data. The required invoice format will be confirmed upon application. Invoices received after the quarterly deadline may not be processed until the following payment cycle.

3. Quarterly Submission Deadlines- 2026- 27

Important change for 2026–27: To align with our statutory reporting schedules and ensure all payments are processed efficiently, data for each quarter must be submitted, along with your invoice, within the first two weeks of the following month.

2026–27 Submission Deadlines

- Q1 (April- June 2026): Submit by 15 July 2026
- Q2 (July- September 2026): Submit by 15 October 2026
- Q3 (October- December 2026): Submit by 15 January 2027
- Q4 (January- March 2027): Submit by 15 April 2027

4. Who Can Help

Please get in touch with North London Waste Authority by emailing wastedata@NLWA.gov.uk in the first instance with any questions about the scheme. Subarna Chakraborty, Product Manager, and Harry Peet-Woodall, Data Analyst are responsible for administering the scheme.

We will keep our website updated with any changes to the process, organisational contacts, or scheme requirements, and will notify existing members of any significant updates.

5. Additional Details

Adding New Collection Sites

You may add new collection sites to your quarterly tonnage submission from the beginning of Q3 (1 October 2026), provided you send advance notice of the new sites to wastedata@NLWA.gov.uk before 1 September 2026.

Questions and Support

If you are unsure about any aspect of the scheme or your obligations, please do not hesitate to contact us at wastedata@NLWA.gov.uk. We are happy to help you get your submission right ahead of the deadline.