



Packaging Materials Policy

Packaging Materials for use with Wickes Own Label products.

30 November 2023

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1. Scope

All packaging used for Wickes Own Label products are to follow the materials and guidance within this document with the intention to inform suppliers of Wickes' Packaging Material requirements. Exceptions are to be specifically agreed with the Sustainable Materials Manager / RSQ Technical Manager.

2. Aim

The guidance within this document is primarily to ensure that packaging design and materials used for Wickes Own Label packaging meet or exceed the Wickes Packaging Commitments, as set out in Wickes' Responsible Business Strategy 'Built to Last'.

- 1) We will use a minimum of 50% recycled material in our own label packaging (card and plastic packaging to have high recycled content when structurally viable)
- 2) We commit to make all our own label packaging to be reusable or recyclable (i.e. take out polystyrene and PVC packaging)
- 3) Eliminate all unnecessary packaging from our own label products (reduce, remove, make swaps from plastic - where possible)

Adherence to this policy delivers our commitments in the Wickes Environment Policy, and contributes to delivering our corporate purpose to help the nation feel house proud.

In addition, it is the intention of this policy to inform the requirements of recycling and other packaging markings.

Compliance with this policy will encourage best practice so that all packaging is designed, produced, used and disposed of in a manner which is compliant with Wickes policies and UK environmental legislation, including labeling.

3. UK Legal Requirements

The applicable UK Government documents are:

1. The Packaging (Essential Requirements) Regulations 2015 (SI 2015/1640)
2. The Packaging Waste (Data Reporting) Regulations 2023 (SI 2023/219 & SSI 2023/7)
3. Guidance Packaging waste: prepare for extended producer responsibility (published 7 June 2022)

The key principles covered are designing packaging to minimise use of resources, and designing and labeling packaging materials to increase the potential for recycling.

4. Packaging Materials

Packaging materials should be selected inline with the commitments outlined in section 2 above in order to have the lowest environmental impacts whilst maintaining product integrity, safety and quality.

All Wickes Own Label packaging is to carry the relevant OPRL recycling labeling as per the Wickes Own Label Brand Guidelines, examples shown in Appendix 1.

Staples are not to be used.

The packaging materials and specifications are to be completed within the key and legend when Wickes branded artworks are created or communicated for approval.

Mixed materials such as composites or plastic laminated card are not to be used as they are not easily recycled.

4.1 Plastic

The use of plastic should be eliminated where possible. Replacing plastic with cardboard packaging is a viable alternative unless the cardboard exceeds four times the weight of the original / necessary plastic packaging.

Any plastic packaging used must be widely recyclable:

- 1) Polyethylenes (LLDPE, LDPE, HDPE, PE, PET)
- 2) Polypropylene (PP)

These plastics are to have as much Post Consumer Waste (PCW) recycled content as possible, without negatively impacting packaging weight or performance, remaining fit for purpose. The minimum permissible PCW content is 30% with the exception of LLDPE in pallet / cling / shrink wrap. In LLDPE, additional weight of material in order to include recycled content potentially outweighs the sustainability benefits. If recycled content is to be used in LLDPE it is to be approved by the Sustainable Materials Manager / Commercial Compliance Manager.

For Primary or Household packaging, any limitations of product visibility or clarity as a result of recycled content being used, are to be approved by Sustainable Materials Manager / Commercial Compliance Manager, who will ensure that the inclusion of recycled content is brand enhancing rather than limiting, and visual inspections are not impeded.

Unrecyclable or difficult to recycle plastics are not permitted in Wickes Own Label packaging. Any existing plastics in this classification are to be removed before 2025, as per the Wickes Packaging Commitments. This includes, but is not limited to, PVC and polystyrene (PS).

Oxy or biodegradable or plant based plastics are not currently permitted.

All plastic packaging components are to be either embossed or printed with the relevant Material Identification Symbol (MIS) as per Appendix 2.

4.2 Paper and Card

Timber derived packaging is to follow this hierarchy:

- 1) FSC Recycled
- 2) PEFC Recycled
- 3) Recycled (high percentage of PCW in line with the Wickes Own Label Packaging Commitments)
- 4) FSC 100%
- 5) PEFC 100%
- 6) FSC MIX
- 7) Uncertified but from verified sustainable sources

Unsustainable sources of card without PCW recycled content are not permissible.

Any card that is laminated in plastic is not permissible.

Any card based cores used within the Wickes supply chain are to follow the same principles.

4.3 Metal

The use of metal packaging is limited to Primary (or Household) packaging, and is restricted to use for certain formulated products e.g. woodcare.

4.4 Wood including pallets

All wood packaging such as frames and pallets are to follow standard pallet protocol as found in the Supplier Manual. If the wood packaging / packing material is not a frame or pallet it is to be approved for use by the Sustainable Materials Manager / Commercial Compliance Manager.

Where return of wood packaging materials means that a component can be reused, please contact Sustainable Materials Manager / Commercial Compliance Manager who can set up the return if it is reasonable to do so.

5. Packaging Data

In order to remain compliant with EPR packaging reporting requirements to DEFRA, to help manage Plastic Tax reporting to HMRC, and to retain accurate reporting to our Packaging Compliance Scheme Administrator, information regarding all packaging materials used must be provided by the supplier before any new product can be placed on sale.

The packaging data submitted must be checked by the supplier for accuracy regularly. As outlined in the Wickes Supplier Manual, this is an annual requirement and failure to provide accurate data will result in levies issued to recover costs associated that Wickes should incur, including reputational or regulatory enforcement and third party packaging weight measuring.

Packaging data should be submitted directly to our packaging compliance partner Valpak. This must be accessed via our supplier portal i-Supply; to request access please contact packagingdata@wickes.co.uk or samuel.betts@wickes.co.uk

Appendix 1 - OPRL Labeling

Header	Additional information		Header	Additional info.
				SLEEVE – CARD widely recycled
SLEEVE	TRAY	FILM		TRAY – METAL check local recycling
CARD widely recycled	METAL check local recycling	PLASTIC not currently recycled		FILM – PLASTIC not currently recycled

Appendix 2 - Plastic Material Identification Symbols



Appendix 3 - Glossary

DEFRA	Department of the Environment and Rural Affairs
EPR	Extended Producer Responsibility
FSC	Forestry Stewardship Council
HDPE	High Density Polyethylene
HMRC	Her Majesty's Revenue Customs
LDPE	Low Density Polyethylene
LLDPE	Linear Low Density Polyethylene
OPRL	On Pack Recycling Labeling
PCW	Post Consumer Waste
PE	Polyethylene
PEFC	Programme for the Endorsement of Forest Certification
PET	Polyethylene Tetrahydrate
PP	Polypropylene
PS	Polystyrene
PVC	Polyvinyl Chloride