

## WASTEDATAFLOW NORTHERN IRELAND USER GROUP MINUTES

MEETING HELD Thursday 14<sup>th</sup> May 2008

EHS, Klondyke Building, Cromac Avenue, Gasworks Business Park, Belfast  
@11am.

### Attendees:

Liz Drew **LD** (Armagh & City DC)  
Michael Lavery **ML** (Antrim BC),  
Ricky Burnett **RB** (arc21),  
Clive Catterson **CC** (Ards BC),  
Donna Carey **DC** (Ballymena BC)  
Maud Finney – Banbridge DC  
Eleanor McGarity **EMcG** (Belfast CC),

Jean Stewart **JS** (Carrickfergus BC)  
Tim Smith **TC** (Castlereagh BC),  
Jonathan Wilson **JW** (Coleraine BC),  
Mark McAdoo **MM** (Cookstown DC),  
Caroline O'Donnell **CO'D** (Derry CC)  
Elaine Smith **ES** (Larne BC),  
Tara Cunningham **TC** (Newry & Mourne DC),  
Lisa Mayne **LM** (Newtownabbey BC),  
Peter McCoy **PMcC** (North Down BC)  
Yvonne Lecky **YL** (Strabane DC)

Kate Campbell **KC** (EHS)  
William Dukelow **WD** (Planning & Environmental Policy Group – DoE)  
Adrian Fitzpatrick **AF** (EHS)  
Stephen Gracey **SG** (EHS)  
Eugene Kelly **EK** (EHS)  
Keith Patterson **KP** (WRAP)  
Pamela Patterson **PP** (EHS)

### Apologies:

Nigel McKeown (Ballymoney BC)  
Brendan Murray (Belfast CC)  
Paul Topley / Jennifer Wilson (Craigavon BC)

## 1. Welcome and Introductions

SG welcomed everyone to the meeting and as there were new members everyone introduced themselves.

## 2. Minutes of last meeting

*Actions from previous meeting:*

**SG** informed the group that EHS had looked into the reporting of WEEE, and had invited Dr Eugene Kelly of EHS' Producer responsibility Unit to respond to any questions district councils might have.

**SG** informed the group that EHS had looked into the issues around the categories required and the reporting of site returns for civic amenity sites. Councils must report all waste streams individually for all of their CA sites via WasteDataFlow as part of the waste management licensing requirements otherwise the alternative is the submission of quarterly electronic site returns.

EHS has just received the new Q16C and Q23 for testing and hope to have this completed very shortly.

EHS has received the arc21 reports which Lynsey Daly stated that she would send at the last meeting; these are similar to those which can be generated via WDF.

## 3. ERP/ Geodis – WEEE contract

**EK** explained to the group that EHS had no role to play in regulating the scheme operating the collection of WEEE in Northern Ireland. The councils had appointed ERP/Geodis to manage the contract, using local sub-contractors to collect WEEE on their behalf. EHS's main role was to regulate local businesses that are producers to ensure they meet their obligations and also to monitor the waste operators. The ERP compliance scheme is registered with the Environment Agency and they regulate their activities across the UK.

**SG** stated that there had been issues with anomalies of weights with variations in figures held by councils from weighbridge dockets and that reported to them by Geodis. EHS stated that for the purposes of WasteDataFlow and NILAS that EHS would accept the weight collected as being recycled / recovered. Members of the group stated that they received annual reports from the scheme after the submission of data via WDF, EHS stated it was adequate to report it as it arose on a quarterly basis.

**SG** emphasised that Geodis was fine from EHS' point of view as a final destination in Q19. For the time being this will be recorded as other/exempt, EHS will liaise with Enviros to determine how this can be accommodated within the selection lists.

Issues had been raised by some councils as to whether or not WEEE was classified as municipal waste **EK** explained that the WEEE Regulations referred to household WEEE which was likely to be that coming into the control of a district council and therefore it would be municipal. **SG** stated that WEEE would be regarded as municipal waste and would assist in contributing towards landfill diversion and recycling rates if recorded within WDF.

The group raised the issue of the categories of WEEE within WDF not matching those in the Regulations.

**Action: EHS** to raise the issue of the inclusion of all 5 WEEE Regulation categories in WDF material list at WDF Operational Group Meetings.

**Action: AF** undertook to reissue the guidance produced by DEFRA on the recording of WEEE within WDF. This guidance had been circulated to all districts councils in November 2007.

#### **4. Using the compositional study to determine capture rates for Q9**

Following the completion of the Northern Ireland Waste Compositional Study in February and the requirement for all district councils to complete Q9 EHS invited Keith Patterson from WRAP to give a presentation on the determination of capture rates.

**KP** explained that the WRAP definition was similar to that on WDF. i.e. % of tonnes of recyclable material as % of the total of that material which was available.

Following the presentation **KP** gave the group an exercise to undertake on the calculation of capture rates.

EHS explained that the calculation of capture rates was a means of assessing the performance and effectiveness of kerbside schemes operating within a district council area. Some members of the group felt that it should include the whole district council area in the calculation, but EHS explained that it was only

for those households participating in a scheme or schemes. If members felt that the question was disadvantaging them they could make appropriate comment in the comments box for consideration by EHS. EHS emphasised that as Northern Ireland was the only UK devolved administration answering a question on capture rates district councils in Northern Ireland would be ahead of their counterparts elsewhere in the UK in terms of useful data collection to assist in the improvement of recycling rates.

**Action:** EHS to issue guidance to district councils on the calculation of capture rates and to clarify any issues.

## 5. The outcomes of the NILAS review

**WD** gave a presentation on the outcomes of the recent NILAS review undertaken by the Policy and Environmental Planning Group of DoE. **WD** explained the background to the NILAS Regulations and the allocations before going through the review. **WD** mentioned that the Department was keen to take forward the findings of the compositional study despite some opposition and challenges from other UK administrations and initiate the process to effect legislative change.

## 6. Reports / WasteDataFlow Validation

**AF** gave a presentation to the group on WDF validation, the generation of reports and the information relating to NILAS on the EHS website.

**AF** explained the issues that had arisen with the most recent quarterly data. Common problems included summary sheets not being checked prior to submission; inadequate checks between level 10 and level 20 authorisation; recording materials as being collected but not being sent to a destination; failing to record facilities in selection lists; and not learning lessons from previous queries *inter alia*.

**AF** demonstrated to the group how to generate reports of KPIs for several councils and waste management groups through the summary report mechanism on WDF.

**AF** showed the group the quarterly data on the EHS website and where to find the compositional study.

The group enquired about an annual BMW report. **AF** explained that it was currently being developed with other devolved administrations and it was hoped that it could be available in the near future. Currently each district council can obtain a quarterly BMW figure from the summary reports, adding the four together will give an annual figure.

The group enquired if it would be possible to have the allocations on the report for determination of allowance utilisation. **AF** explained that this could be considered but in the meantime district councils could use the spreadsheet of allocations from PEPG.

**Action: AF** to send spreadsheet of allocations to WDF users.

The group felt that a capture rates report would be useful.

**AF** stated that any comments or suggestions for reports should be sent to EHS.

The group felt that it would be useful if WDF could be used for modelling. However, **AF** explained that as WDF was primarily a data capture tool it wouldn't be used for modelling as other tools were available such as WRaTE and MBEAM.

## 7. Updates

### I. MBT/ Composting Guidance

In April EHS updated the guidance on composting/ MBT outputs and this is now available on the website. Environment Agency is taking the lead on the consultation project on MBTs. The outcome is to be published imminently with a further meeting with stakeholders regarding the drafting of guidance.

### II. WDF Developments

Enviros are shortly to begin testing on improvements to the residual waste reporting in Q64 to allow the capture of recovered materials to be factored into the mass balance calculation. This will occur during 08/09, and a final decision as to the policy will be made after this.

Enviros have developed a pre-authorisation screen when data is approved from level 10 to 20 and level 20 to 30. It will include a summary of key figures for the quarter, the previous quarter and the corresponding quarter of the previous year.

The audit trail will log that the data has been accepted for authorisation by the relevant user.

EHS are about to commence testing of the new Q16 and Q23 to take account of reporting by CA site. This functionality will be available for the first data for the fourth scheme year (08/09).

**III.**

### **III. Audit Reports**

**SG** stated that the NILAS team were starting to send out individual council reports and proposed also sending them to the respective waste management group. The group had no objections to this but stated that they would like the opportunity to respond to the report before it went to the waste management group.

**SG** asked the councils who hadn't been issued with their reports if they wished to receive them? The group felt that this would be useful.

### **IV. Frequency of meetings?**

**SG** asked the group if they were content with the current frequency of meetings, or if they wanted to change the frequency and / or the make up of the group The group responded that they felt the current quarterly frequency was adequate and the meetings were useful.

### **8. AOB**

#### **Date of Next Meeting:**

The next meeting was arranged for 11 am on Wednesday 24th September 2008 at EHS offices.