

WasteDataFlow Operational Group Meeting minutes (afternoon)

Wednesday 11th March – The Quadrant, Sheffield

Attendees: Isabella Hayes, Pete Marris, Gary Armstrong, James Dodd, Vernon Smith, Fergus Crombie, Anne Butler, Steve Sanderson, Kevin Lane, Claire O'Neill, Andy MacKenzie, Sarah Roberts, Liz Hawkin and Frances Howe.

Apologies: Roy Thompson, Bill Proctor and David Lee.

Key Messages:

1. Development: (See list of recent development at the end of the minutes.) There is currently no outstanding development. New ideas for development will be discussed at the England user group on 30th March. There are to be some new questions for Wales and some general maintenance.
2. Materials list: a list of the potential materials lists has been circulated to the England user group. Northern Ireland and England's approach is that materials are either 0% or 100% recyclable.
3. Question 70 and the mass balance: Discussion centred around Q70 and recycle from residual waste treatment. It was agreed that Q70 should be included in the MBC. (See document that Gary circulated on 17th March.)
4. Reduction factor: Reports are to take account of individual reduction factors rather than being set at 1.
5. Wales financial questions: all authorities provided amended data and a cost comparison will be possible after more submissions of data.
6. Dwelling stock: England use Valuation Office data. Wales is to decide whether to use the authorities' own data or the national data. NI use data their national data.
7. Validation:
England Quarter 2 validation: Six authorities missed the deadline of 31st January. Quarter 2 was finished on 3rd February. Quarter 3: By 9th March the number of active returns was 255, 139 were not active. 104 were at level 30 and of those 37 were past validation. 29 were in the process of being validated, but this reached 60 by 11th March. This fits the usual trend.
Wales: All Q3 returns are in and Q2 is published.
Scotland: Scotland published its Q2 data on the 13th February. The rolling year data for October 2007 to September 2008 showed a recycling rate of 32.9% (still increasing) and a BMW landfilled tonnage of 1.324 million tonnes. Q3 data has been received from 31 of the 32 councils and verification work has started. Q3 data will be published in May.
NI: Validating Q3 data. BMW will be 64% from April. There has been a drop in municipal waste arisings generally.

Actions arising – PM

1. Sarah to circulate a paper on Wales' financial questions.

2. Isabella to find out from Bill Proctor what Scotland's approach is to the biodegradability percentage of materials.
3. The OG to send any further comments on the materials list to Gary by 25th March. Andy Mackenzie stated Scotland may have different understanding of list. (Update: material list has been put live.)
4. Isabella to check whether the WEEE guidance is on WDF yet. (Update: Gary to upload the guidance onto WDF.)
5. Gary to send round Anne's document with the amendments made in the OG and to propose options for amending WDF for Q70 and ways of reporting data.
6. Steve to provide feedback following discussions about reduction factor with EA Wales, LATS and Science.
7. Gary to send round a draft newsletter.

Recent Development

During 2008 there has been two phases of major development as well as the standard maintenance and improvements that happen during the year.

Early 2008

- XML data upload
- Validation summary report
- National indicator reports
- Analytical reports, UK and England
- Analytical reports, Scotland
- Improvements to Qu51-65 structure.
- New question selection screen

Late 2008

- New data authorisation screen
- Facility list management screens
- Improved in-question selection of facilities from lists
- Changed log-in process
- Authority/Period specific note for reports
- Show dwelling stock figures on some questions
- New Qu19/35 layout option
- Flexible list of materials for material specific questions
- Improved report generation system
- Excel output based 'basic question' reports
- Waste destination based report
- Waste reprocessor based report

Ongoing 2008

- Selection list management update
- BVPI report updates
- Modifications of Qu9
- Modifications of Qu16
- Modifications of Qu23
- Modifications to Qu21
- Addition of new Qu70
- Data roll-up management
- Data extracts for analysis
- Report use logger
- Users browser type logging