

## WasteDataFlow Selection List Management

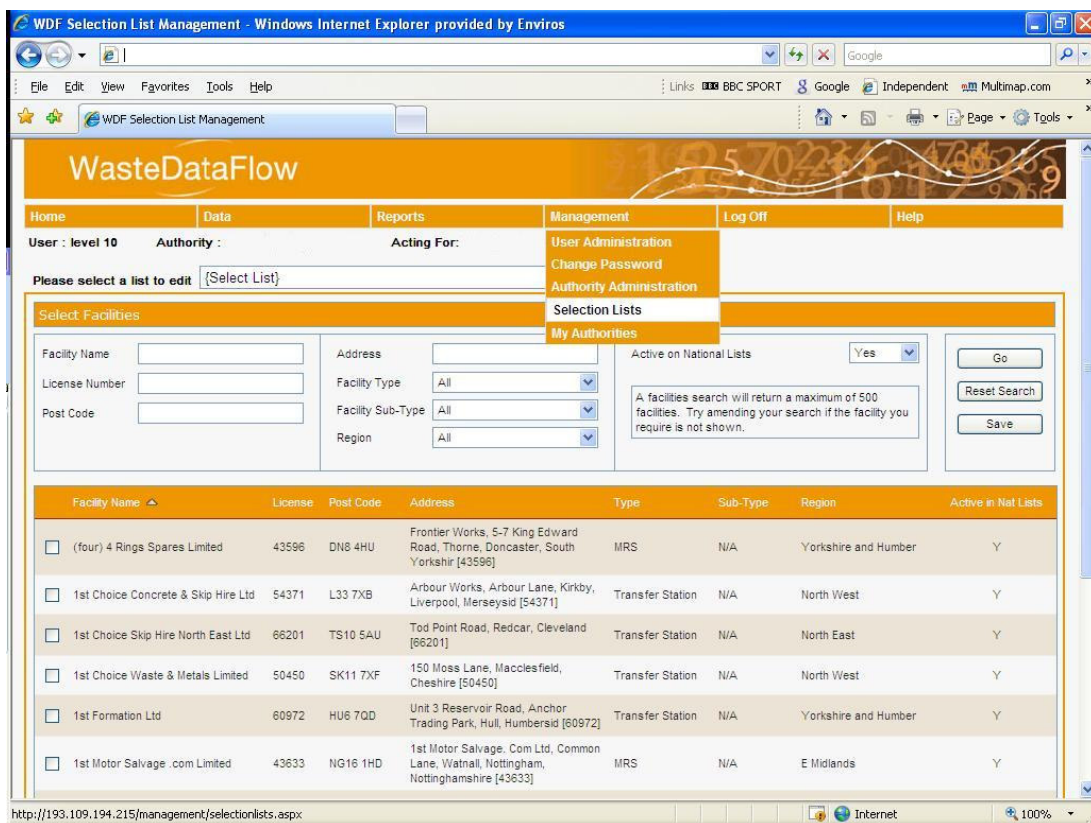
For the questions that ask you for waste tonnages by destination WasteDataFlow asks you to create your own lists of facilities (called selection lists) based on the entries in the National Lists.

There are selection lists for:

- Recycling Destinations (for Q019)
- Reuse Destinations (for Q035)
- Waste Treatment and Disposal facilities (Q051 to Q065)
- Transfer stations (Q051 to Q065)
- CA Sites (for Q016 and Q023 NI only)
- Recycling scheme name (for Q008 – in the annual return)

We have re-engineered the Selection Lists screen so that it offers an easier, more comprehensive search facility, and it also looks better.

Choosing the Selection List menu now will take you to the new search facility.



Initially the screen does not show the contents of a list. At this stage the search facilities all work, but note that any searching you do will be lost when you first select a list to manage.

First, select a list.

The screenshot shows the 'WDF Selection List Management' web application. At the top, there is a navigation bar with 'Home', 'Data', 'Reports', 'Management', 'Log Off', and 'Help'. Below this, the user is logged in as 'level 10'. A dropdown menu is open, showing the following options: '(Select List)', 'Recycling scheme name (for Q008)', 'Recycling Destinations (for Q019)', 'Reuse Destinations (for Q035)', 'Waste Treatment and Waste Disposal facilities (Q051 to Q065)', and 'Transfer stations (Q051 to Q065)'. The 'Transfer stations (Q051 to Q065)' option is selected. Below the dropdown, there are search filters for Facility Name, License Number, Post Code, Facility Sub-Type, and Region. A table of facilities is displayed below the filters, with columns for Facility Name, License, Post Code, Address, Type, Sub-Type, Region, and Active in Nat Lists. The table contains several rows of facility data.

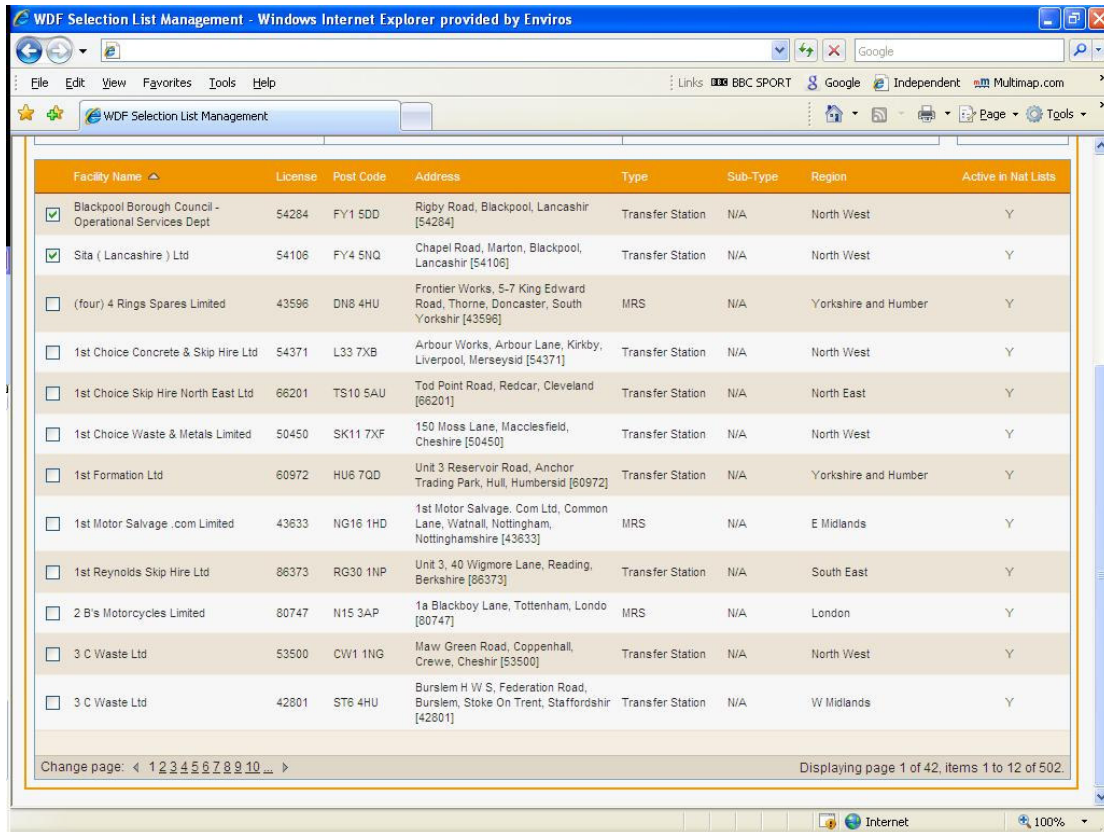
Facility Name	License	Post Code	Address	Type	Sub-Type	Region	Active in Nat Lists
<input type="checkbox"/> (four) 4 Rings Spares Limited	43596	DN8 4HU	Frontier Works, 5-7 King Edward Road, Thorne, Doncaster, South Yorkshir [43596]	MRS	N/A	Yorkshire and Humber	Y
<input type="checkbox"/> 1st Choice Concrete & Skip Hire Ltd	54371	L33 7XB	Arbour Works, Arbour Lane, Kirby, Liverpool, Merseysid [54371]	Transfer Station	N/A	North West	Y
<input type="checkbox"/> 1st Choice Skip Hire North East Ltd	66201	TS10 5AU	Tod Point Road, Redcar, Cleveland [66201]	Transfer Station	N/A	North East	Y
<input type="checkbox"/> 1st Choice Waste & Metals Limited	50450	SK11 7XF	150 Moss Lane, Macclesfield, Cheshire [50450]	Transfer Station	N/A	North West	Y
<input type="checkbox"/> 1st Formation Ltd	60972	HU8 7QD	Unit 3 Reservoir Road, Anchor Trading Park, Hull, Humbersid [60972]	Transfer Station	N/A	Yorkshire and Humber	Y
<input type="checkbox"/> 1st Motor Salvage .com Limited	43633	NG16 1HD	1st Motor Salvage, Com Ltd, Common Lane, Watnall, Nottingham, Nottinghamshire [43633]	MRS	N/A	E Midlands	Y

The drop down at the top of the screen shows you the lists you can manage. When you choose one, the current contents of the list are added to any search results. Those items already on the list have the tick box on the left selected and appear at the top of the search results panel.

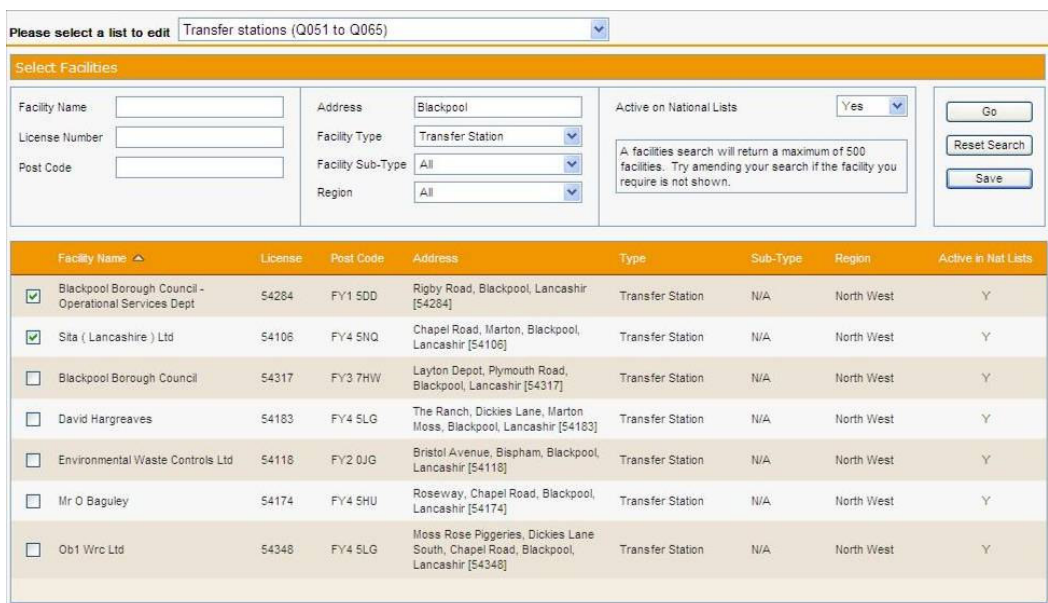
The screenshot shows the 'WDF Selection List Management' web application. The dropdown menu is now set to 'Transfer stations (Q051 to Q065)'. The search filters are the same as in the previous screenshot. The table of facilities is updated to show only the facilities from the selected list. The first two rows in the table have their 'Active in Nat Lists' column checked, and their 'Facility Name' column has a tick box checked.

Facility Name	License	Post Code	Address	Type	Sub-Type	Region	Active in Nat Lists
<input checked="" type="checkbox"/> Blackpool Borough Council - Operational Services Dept	54284	FY1 5DD	Rigby Road, Blackpool, Lancashir [54284]	Transfer Station	N/A	North West	Y
<input checked="" type="checkbox"/> Sita ( Lancashire ) Ltd	54106	FY4 5NQ	Chapel Road, Marton, Blackpool, Lancashir [54106]	Transfer Station	N/A	North West	Y
<input type="checkbox"/> (four) 4 Rings Spares Limited	43596	DN8 4HU	Frontier Works, 5-7 King Edward Road, Thorne, Doncaster, South Yorkshir [43596]	MRS	N/A	Yorkshire and Humber	Y
<input type="checkbox"/> 1st Choice Concrete & Skip Hire Ltd	54371	L33 7XB	Arbour Works, Arbour Lane, Kirby, Liverpool, Merseysid [54371]	Transfer Station	N/A	North West	Y
<input type="checkbox"/> 1st Choice Skip Hire North East Ltd	66201	TS10 5AU	Tod Point Road, Redcar, Cleveland [66201]	Transfer Station	N/A	North East	Y
<input type="checkbox"/> 1st Choice Waste & Metals Limited	50450	SK11 7XF	150 Moss Lane, Macclesfield, Cheshire [50450]	Transfer Station	N/A	North West	Y
<input type="checkbox"/> 1st Formation Ltd	60972	HU8 7QD	Unit 3 Reservoir Road, Anchor	Transfer Station	N/A	Yorkshire and Humber	Y

Depending on your screen resolution and number of facilities returned, you may need to scroll down the page to see the full results panel.



You can then use the fields in the 'Select Facilities' section to search for facilities. The drop down search elements of Facility Type, Sub Type and Region are fixed and match the content of the fields. The open entry elements such as Facility Name, Licence Number, Post Code and Address all operate on a 'contains' search.



In the example above the search/selection filters have been set to an address that contains the word 'Blackpool' and is of type 'Transfer Station'. The facilities already on the selected list will always remain at the top of the search

result list as well as up to 500 facilities returned by the search. The maximum search result is 500, and these will be presented in a paged layout. If the text at the bottom of the filtered list shows 'n of 500', then the search parameters you have entered have returned more than 500. You can refine your selections, press Go and reduce this number.

To add one (or many) of the search results to your list you simply click in the tick box on the left and then press Save.

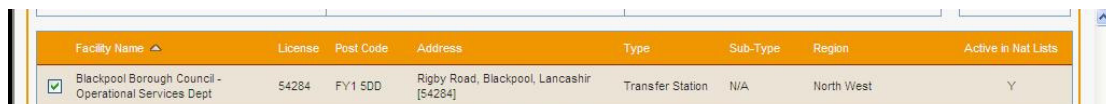
Note: If you move away from the page before pressing Save any searching and selecting of facilities will be lost. There will be no prompt for this. If you try to load another list you will be prompted that in doing so you will lose any unsaved changes.



The National list never has a facility deleted, old facilities are simply flagged as in-active. This ensures that data entered in historic periods is never orphaned. Waste should not be going to a facility that is inactive. However, to enable a full searching capability there is an option to search in the 'inactive' facilities. This is via the 'Active on National Lists' drop down.

## Can I re-order the search results?

The column headings in the search results panel are clickable.



Facility Name	License	Post Code	Address	Type	Sub-Type	Region	Active in Nat Lists
<input checked="" type="checkbox"/> Blackpool Borough Council - Operational Services Dept	54284	FY1 5DD	Rigby Road, Blackpool, Lancashir [54284]	Transfer Station	N/A	North West	Y

They are tri-state, which means they can be in three positions, either sorted up, sorted down or not sorted. Simple click to change the state.

In the screen shot above you can see the triangle by Facility Name indicating this column is defining the order of the results. Those items already on the list (with the ticks) will always appear at the top of the list and will be sorted alphabetically by facility name, and then the unselected items will be filtered by Facility Name.