

This fact sheet summarises where to enter data about organic waste within WasteDataFlow.

This relates to **organic waste which is collected source separated** and where tonnages are entered into the material-specific entries for: *Green garden waste, Food waste only, Mixed garden and food waste, Wood for composting and Other compostable waste.*

For further information on how **organic material produced as an output from a residual waste treatment process** should be recorded please see the FAQ section below and GN63 – Qu100 Data Entry

The exception to this is in Qu18 where non-source-segregated organic material, e.g. from clearance of fly-tipping or from maintenance of grounds and parks, which is sent for recycling or composting should be recorded.

There are a number of other wood-related Material categories that are not classed as Organic waste within WDF: These are: Wood, Chipboard and MDF and Composite wood materials. These should be treated as dry recyclates if collected for recycling.

Collection			
Collection Source	LA Type	Question	Comments
Collection of household organic waste from kerbside	UA, WCA	10 or 12	This is any organic waste materials collected from the household at the kerbside by the LA or its contractor (Qu10), or the voluntary/ community sector (Qu12).
Collection of household organic waste via CA sites.	UA/WCA	16	This is any organic waste materials collected from household sources at the CA site by the LA or its contractor.
	WDA	14	
Collection of non-household organic waste at CA sites.	UA, WCA	11	This is any organic waste materials collected from non-household sources at the CA site by the LA or its contractor.
Collection of non- household organic waste.	UA, WDA, WCA	11	This is any organic waste materials collected from commercial, industrial or other non-household sources by the LA or its contractor.
Collection of organic waste from bring sites.	UA, WCA	17 or 33	This is organic waste materials collected from bring sites from the LA or its contractor (Qu17) or through voluntary groups (Qu33).
Collection of organic waste from street recycling bins.	UA, WCA	34	This is organic waste materials collected from street recycling bins by the LA or its contractor.
Collection of organic waste through any other scheme.	UA, WCA	18	<p>To include, for example, green waste from municipal sources. The household/non-household split in Q18 is for the purposes of calculating National Indicators. Waste sent for composting should be reported in the “Municipal Parks and Grounds” row. For example, green waste from parks and grounds must be reported in the non-household column.</p> <p>Material from the clearance of fly-tipping is recorded as non-household in the Other method row. (Note – non-household tonnages are calculated from data entered in the Tonnage from household sources and Total tonnage columns.)</p> <p>Note – back-allocated recyclates (including organic and inorganic materials) extracted from material such as street sweepings were previously recorded in Qu18 but since the use of Qu100 this is no longer the case. Please refer to the section on Back Allocation in the guidance note: GN63: Question 100 Data Entry for further details.</p>
Collection of material for treatment by WDA from which recyclates are back-allocated to WCA	WCA	23	<p>This system of recording material allows the WCA to benefit from the extraction of recyclable materials from residual waste they collect but the treatment of which is managed by their WDA.</p> <p>The total tonnage collected (residual, recyclate and any moisture loss) should be recorded in Qu23 under the appropriate collection method. The WCA records only the back-allocated recycled outputs (which can be organic and/or inorganic materials) in Qu100 as “Material from WDA”. See also GN63: Question 100 Data Entry for more information.</p>
	WDA		<p>The WDA records the total tonnage collected in Qu23 and all of the material in Qu100 against the appropriate facility/process type. See also GN63: Question 100 Data Entry for more details.</p>

Collection

In all cases: *Tonnage collected for recycling but actually rejected/disposed* – rejections should only include any material rejected by LA or contractors **at the point of collection** in Questions 10, 11, 12, 14, 16, 17, 33 and 34).

Qu100 Treatment/Disposal (tonnage inputs)

Facility/Process Type	LA Type	Comments
Organic material sent for recycling/composting: <i>Reprocessor – recycling (Qu19) or Exporter – recycling (Qu19)</i>	WCA, WDA, UA	<p>Generally speaking this Facility/process type should NOT be used in Qu100 for organic materials as it is only used to record dry recyclates.</p> <p>The only exception to this is if a local authority collects material for recycling (for example Wood collected at its HRWCs) but where the material is not able to be recycled (e.g. for commercial reasons) and is, instead sent for incineration with or without energy recovery. The material has been recorded in a collection question indicating it was collected for recycling but the only input waste types available for incinerators in Qu100 is Residual waste. Rejecting the material in the collection question would mean the material is assumed to be landfilled in the NI193 calculation.</p> <p>In this case in Qu100 the tonnage sent should be recorded against Reprocessor – recycling (Qu19) with the tonnage input recorded as the appropriate material type (e.g. Wood) in the Material box. The tonnage sent to incineration should be recorded as a New output going to Output/waste type “Contamination (gate rejects)” with the Facility/process type Incineration with energy recovery or Incineration without energy recovery. Note – the outputs from the incinerator; Process loss, Process rejects, and Incinerator Bottom Ash (IBA) including metals from IBA, will also need to be recorded in order to complete the branch.</p> <p>This is illustrated in the example below: 100 tonnes of wood is sent to a Reprocessor, which rejects the whole tonnage to incineration with energy recovery. The outputs from the incinerator are also recorded, which includes 85 tonnes of IBA sent for reprocessing, 10 tonnes of IBA sent to landfill and 5 tonnes of process loss. If the outputs from the incinerator are not known the whole tonnage output from the incinerator should be recorded as process loss with a note in the comments stating the incinerator outputs are not known at this stage. Please contact the incinerator for further information.</p> <p>Where material is sent directly overseas for incineration and is recorded against the Facility/process type Exporter – recycling (Qu19) then it is likely that the Facility will not be listed on the WDF selection list. In this case, you should use the appropriate Outside UK facility (Outside UK –EU or Outside UK – nonEU).</p>
	UA, WDA, WCA	<p>Previously a WDA would have recorded the tonnages relating to not only its own activities but the activities of its WCAs as well. In Qu100 the method of treatment is recorded by the WCA so the WDA no longer needs to record the composting activity of its WCAs. WDAs should now only record the tonnages relating to composting of materials it has collected. WCAs will now need to record the</p>

Qu100 Treatment/Disposal (tonnage inputs)		
Facility/Process Type	LA Type	Comments
Organic material treated/disposed of by anaerobic digestion: <i>Anaerobic or Aerobic Digestion Segregated – (Qu61)</i> , in-vessel composting: <i>In-vessel composting (Qu62)</i> or windrow composting: <i>Windrow/other composting (Qu63)</i> .		<p>treatment of their own material sent for composting in their return.</p> <p>The only organic waste stream input types available to this type of facility are: Food Waste, Green waste and Mixed green and food waste. The Materials box will show these categories plus Other compostable waste and Wood for composting.</p> <p>The requirement is to report as far as rejections occurring at the gate of the facility (labelled as Contamination (gate rejects) in Qu100). There is no requirement to report rejections which occur beyond this point, i.e. contamination process rejections, process loss or moisture loss which occur during the organic waste treatment process. See FAQs about Organic waste below.</p> <p>This is illustrated in the example below: 100 tonnes of material has been sent to windrow or other composting, where 10 tonnes is rejected at the gate before being accepted into the facility and sent to landfill and the final reprocessing destination for the remaining 90 tonnes is the windrow or other composting facility.</p> <p> ● Windrow or other composting (qu63) : 100 Tonnes Green waste : Hills Waste Solutions Limited BK0418IS </p> <p> ● Final Destination : 90 Tonnes Composting </p> <p> ▲ Non-hazardous landfill : 10 Tonnes Contamination (gate rejects) Hills Waste Solutions Limited </p>
Recyclates back-allocated from the treatment of WCA-collected residual waste by WDA: <i>Material from WDA</i>	WCA	<p>While the total collected tonnage should be recorded by the WCA in qu23, only the recycled tonnage is recorded by the WCA in Qu100.</p> <p>This is illustrated in the example below: 25 tonnes of material is back-allocated from the WDA and is sent to two different reprocessors (A and B).</p> <p> ● Back allocated material Material From WDA : 25 Tonnes Residual waste : Other/Exempt N/A </p> <p> ● Reprocessor - recycling (qu19) : 15 Tonnes Dry recycle Other/Exempt </p> <p> ● Final Destination : 15 Tonnes Dry recycle </p> <p> ● Reprocessor - recycling (qu19) : 10 Tonnes Compost like output Other/Exempt </p> <p> ● Final Destination : 10 Tonnes Compost like output </p> <p>Organics extracted from the residual waste stream and reprocessed should be reported under the Output Waste Type: Compost Like Output in the Waste Details box and as Other Compostable Waste in the Materials list.</p>
	WDA	<p>As stated above the WDA is to record tonnages in the same way as they would if back-allocation were not occurring.</p> <p>See also GN63: Question 100 Data Entry for more information regarding back-allocation.</p>

FAQs about Organic Waste

Question	Answer
<p>The green waste we collect is used on landfill sites - can this be included in the recycling questions?</p>	<p>Any green waste used as landfill daily cover/capping is classed as disposal. These tonnages should be recorded in Q23 under the appropriate category and then in Qu100 under the appropriate landfill Facility/process type (Qu51-53) (WDA/UA).</p> <p>If the green waste is being used for landfill restoration and the use complies with the condition of a land use planning consent and waste management licence or exemption then this can count toward landfill diversion. The tonnage should be included in the appropriate recycling question in WasteDataFlow and the end destination of the material and tonnage should be recorded in Qu100 under the appropriate composting Facility/process type (Q61-63).</p>
<p>Rejects are occurring at various stages of the composting/anaerobic digester process. How should these be captured in WasteDataFlow?</p>	<p>Any rejections occurring at the point of collection will be recorded in the collection question as Material collected for recycling but actually rejected/disposed.</p> <p>Tonnages rejected at the point of collection and recorded in the collection question should not be included in the tonnage input in Qu100.</p> <p>Material rejected at the gate of the facility should be reported as output type Contamination (gate rejects) with the appropriate Facility/process type. The rejected tonnage should be recorded against the same material type as was input into the facility.</p> <p>For source-segregated organics there is no requirement to report beyond gate rejections i.e. contamination process rejections, process loss or moisture loss which occur during the organic waste treatment process.</p> <p>If the rejected material is sent to landfill no further steps are required as landfills are classed as final destinations. If the material is sent to incineration, the outputs from the incinerator, if known, need to be recorded and incinerator branches completed with Final destination nodes for any destinations other than landfill. If no information is available then the incinerator branch should be finished with a process loss node)</p>
<p>As a WDA do we need to record the treatment of organic waste collected by the WCAs?</p>	<p>WCAs now report the treatment/disposal of their own organic waste collected for recycling in Qu100. The WDA should only record in Qu100 the tonnages relating to composting it has collected and treated.</p> <p>WDAs will record the disposal or treatment of WCAs residual wastes, which may contain an element of organic wastes in Qu100. This includes cases where residual material (e.g. street sweepings or leaf sweeping collections) is treated and the recycle tonnage are back-allocated to the WCAs that collected the material.</p> <p>See also GN63: Question 100 Data Entry for more information regarding back-allocation of recyclates from the treatment of residual wastes.</p>
<p>We have organic material to record as the output from a residual waste treatment process. Do the same rules apply?</p>	<p>If organic material is recorded as the output from a residual waste treatment facility (e.g. MBT or Other method) being sent to an organic treatment facility (AD, IVC or Windrow or other) then, where the information is available, you should record process rejects and moisture loss occurring after the materials have been accepted into the facility (as well as gate rejects) in the organic treatment facility branch.</p>