

AIWOLG
Agencies' and Industry WEEE Operational Liaison Group
AATF / AE specific telecon
15 June, 2011
Held via teleconference
14:00 – 15:30

Attendees

Industry: S Hill, D Hulse

EA: C Chambers, R Scarpello, H Thorp, D Ramsey

SEPA: N Chalamanda

Apologies: J Greenaway, P Burgon, S Stocks, C Grove

Actions from previous meeting

It was agreed by the group that actions from previous meetings should be covered as the first agenda item in future meetings.

Action: Confirm that this data showing that AATF data more closely matches the Settlement Centre information than the Scheme data is correct and confirm the approach that will be taken by the agencies to investigate Schemes whose data doesn't match that posted on the Settlement Centre.

It was confirmed that the data issued at the previous meeting was incorrect in that the Scheme data did not include non DCF collections.

Follow up action 1:

Re-share graphs and corrected data.

R Scarpello

Action: Feed back to Rob Scarpello on any further data analysis that would be useful for discussion at future meetings.

Action closed - No further analysis was suggested

Action: Provide graphs to show non-obligated WEEE once data has been QAd.

Analysis and QA that has been carried out on the data was discussed and it was confirmed that data has been shared with BIS.

Follow up action 2:

Share graphs showing non-obligated WEEE data with the group

H Thorp

Action: EA to share the number of freerider hotline and explain that it can be used for people to report concerns about evidence being touted.

The wording has been changed on the website to show that the hotline can be used to report any non-compliance, not just for suspected freeriders.

Follow up action 3:

Communications needed to let customers know that the hotline is available to report these types of non-compliance. Further communications (both written and delivered at the AATF / AE event) are also needed to re-iterate to AATFs / AEs our position that WEEE is not obligated unless collected by or on behalf of a Scheme as part of an arrangement. **R Scarpello**

Action: Agencies to confirm at the next meeting the approach being taken for monitoring to ensure that re-use is being prioritised

Follow up action 4:

Pick up action at full meeting when Schemes present

H Thorp / N Chalamanda

Action: EA to organise workshops with AATFs / AEs to discuss quarterly returns and approvals.

Action closed - this is the primary aim of the AATF / AE days scheduled for June / July.

Action: EA to issue Communications to AATFs and AEs to highlight that our flexibility in accepting late quarterly returns in Q4 was a result of changes in the reporting format. This approach will not be extended to future submission deadlines.

Action closed - this is again to be discussed at the AATF / AE days.

Action: Consider sending the template that was uploaded successfully through to AATFs/AEs so AATFs and AEs know what was wrong with their submission and it can be corrected next time.

It was discussed that the AATF / AE workshop aims to minimise the problems of templates being filled out incorrectly

Follow up action 5:

Review whether this is still necessary after workshop

H Thorp

Follow up action 6:

Speak to David Hulse about his specific concerns offline.

D Ramsey

Action: Agree a reasonable timetable for completing the recycling efficiencies work and agree with ICER group.

Action closed - It was agreed that the new guidance must be issued not later than September to ensure that independent auditors have sight of the guidance before assessing compliance.

Action: Ensure that the status and implications of changes in the definition of waste are made clear in new guidance on exporter applications.

Follow up action 7:

Share the current position and implications at the AATF / AE workshop so all companies have visibility ahead of committing to apply / re-apply for approval for the 2012 compliance period. **H Thorp**

Follow up action 8:

It was discussed that there is currently some uncertainty about who will certify that material is no longer waste (this is being discussed at the METRE group). Consider what stance the agencies will take if this process remains uncertain prior to 2012 applications being approved. **H Thorp**

Action: Discuss with BIS whether there is any scope for IT enhancements to the Settlement centre to be made. Put forward the suggestion of a small user group.

Follow up action 9:

Carry forward to next meeting – it wasn't made clear at the last meeting that this action should be lead on by industry. **S Hill**

The approach taken by the agencies for regulating BATRRRT compliance was discussed at the previous meeting. At this meeting concerns were raised about inconsistent approaches being taken at different sites.

Action: EA to consider how we can evidence the extent of this problem.

Action: EA to provide an update at the next meeting on the approach taken to regulate BATRRRT and progress on sector specific guidance for CRTs / TVs.

The group was updated on approach being taken to set up a BATRRRT specific project to tackle each priority was stream in risk based order and ensure that each site is regulated consistently. A full update on this project will be shared at the next full AIWOLG meeting.

Follow up action 10:

Share with group the list of priority waste streams being reviewed by the BATRRRT project. **R Scarpello**

Action: EA to clarify to area staff the correct approach for mercury backlight removal.

Action closed – Guidance on the correct approach has been shared with all staff involved in auditing AATFs / AEs.

Action: EA to confirm at the next meeting what the PAS141 guidance will include and when it will be released.

Action closed – PAS 141 guidance has been issued

Action: Confirm when a record of the AATF AIWOLG telecon held prior to Christmas is posted on the EA website.

Action closed – notes from the meeting have been posted on the EA website

Action: Send email to AATFs (and copy to Schemes) to confirm how AATFs / AEs should report when they don't know which Scheme the data should be aligned to.

It was discussed that AATFs and AEs should know which Scheme WEEE has been delivered by at the point of receipt. Where AATFs / AEs don't know what Scheme data should be aligned to it should be reported as non obligated WEEE.

Follow up action 11: Confirm this process in the reminder for Q2 returns and review feedback we receive in response to this. **H Thorp**

Action: Report at next AIWOLG meeting on analysis of non-obligated WEEE data. Have all AATFs and AEs that have submitted nil returns submitted their non-obligated WEEE data correctly?

Action closed: It was confirmed to the group that all those AATFs and AEs who have submitted nil returns have been contacted seeking assurance that they have not handled any non-obligated WEEE.

Action: Ensure there are links on the web pages to link the AIPOLG, AIBOLG and AIWOLG notes.

Action closed: Links have been provided on each of the web pages

The following actions were not covered since they did not relate to AATFs / AEs specifically and require discussion with the full AIWOLG group scheduled to meet on 6th September in London

Action 12: Agencies to consider how Scheme data resubmissions can be better managed to ensure that the amount of admin work for the Agencies is minimised. Consider targeting poorer performing Schemes. **R Scarpello / N Chalamanda**

Action 13: Provide feedback on concerns shared by Hannah Rogers on how laptops are categorised in the guidance / DCF code of practice. **H Thorp**

Concerns were raised about the forthcoming AATF and AE days overlapping. Operators responsible for both AATFs and AEs will be unable to attend both events since they are held on the same day. This issue was considered prior to the events taking place, it was decided that there were not enough operators who operate both AATFs and AEs to warrant separate events, there was also a large amount of overlap between the two days therefore it would not be worthwhile attending both events. We therefore recommended that operators attend the AATF day and we will ensure they are brought up to speed with any information missed at the AE event.

1. Dates and locations of forthcoming meetings

6th September London (Church House Conference Centre – London Victoria)

29th November Solihull EA