



Department of  
**Agriculture, Environment  
and Rural Affairs**

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## **The Landfill Allowance Scheme (Northern Ireland) Regulations 2004 as amended**

Guidance for Landfill Operators

Version 4

December 2018



Department of  
**Agriculture, Environment  
and Rural Affairs**  
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## **Introduction**

The Landfill Allowance Scheme (Northern Ireland) Regulations 2004 came into operation on 1<sup>st</sup> April 2005. The regulations are designed to reduce the landfilling of biodegradable local authority collected municipal waste (BLACMW), by setting limits (Landfill Allowances) on the amount of BLACMW each District Council can dispose of to landfill. They are key to meeting the requirements of the Landfill Directive (1999/31/EC) and the Waste and Emissions Trading Act 2003 as amended.

From 1<sup>st</sup> April 2005, under regulation 11, all landfill operators have been required to keep records and make returns to the Monitoring Authority (Northern Ireland Environment Agency).

## **What is local authority collected municipal waste?**

Local Authority Collected Municipal (LACMW) waste is any municipal waste which is collected under arrangements made by a District Council.

## Section 1. Obligations on Landfill Operators

### 1.1 KEEPING RECORDS

What records must be kept?

1.1.1 For each scheme year<sup>1</sup> the landfill operator MUST keep records containing the following information for each load of local authority collected municipal waste:

- a) The weight in tonnes (to the nearest tonne).
- b) The standard description of and European Waste Catalogue code (see Annex B)
- c) The area in which the waste originated and the District Council (see Annex D) for that area OR for waste coming from a transfer station, record the name of the transfer station.
- d) Any treatment applied to the waste at landfill before the waste is landfilled.

How long must these records be kept?

1.1.2 These records must be kept for 2 years after the reconciliation period<sup>2</sup> for each scheme year

<sup>1</sup> A scheme year is from 1<sup>st</sup> April to 31<sup>st</sup> March

<sup>2</sup> Reconciliation period includes the 6 months following the end of a scheme year.

## 1.2 MAKING RETURNS

### What information must a return contain?

1.2.1 An operator of a landfill MUST submit to the Monitoring Authority<sup>3</sup> a return containing the following information:

For **each load** of local authority collected municipal waste

- a) The weight in tonnes (to the nearest tonne).
- b) The standard description of, and European Waste Catalogue code.(see Annex B)
- c) The area in which the waste originated and the District Council (see Annex D) for that area OR for waste coming from a transfer station, record the name of the transfer station.
- d) Any treatment applied to the waste at landfill before the waste is landfilled.

### What form must be used for making a return?

1.2.2 The return must be made on the NILAS 001 form - 'Landfill Operator – Local Authority Collected Municipal Waste Return Form'. (see Annex A)

### Where can the return form be found?

1.2.3 This form can be found on the Northern Ireland Environment Agency web site: <https://www.daera-ni.gov.uk/publications/nilas-forms-and-guidance> (see Section 3).

### What if internet access is not available?

1.2.4 Landfill operators without internet access may obtain the form via the post by contacting the Monitoring Authority, at the address given in section 2.

<sup>3</sup> Monitoring Authority – NIEA perform this role

### What if a landfill operator fails to make a return?

1.2.5 A failure to comply with Regulation 11 will cause a landfill operator to commit an offence under section 13 of The Waste and Emissions Trading Act 2003.

Penalties available under this Act include conviction on indictment of up to two years, or to a fine, or to both; and on summary conviction to a fine not exceeding level 5 on the standard scale.

### When must returns be submitted?

1.2.6 For every scheme year, the returns must be submitted for each 3 month period (quarter) **within 2** months after the quarter end. The dates by which returns must be submitted to the Monitoring Authority are shown in the table below. A calendar of submission dates is shown in ANNEX C.

Quarter	Period in scheme year	Return MUST be submitted by:
1	1 <sup>st</sup> April – 30 <sup>th</sup> June	31 <sup>st</sup> August
2	1 <sup>st</sup> July – 30 <sup>th</sup> September	30 <sup>th</sup> November
3	1 <sup>st</sup> October – 31 <sup>st</sup> December	28 <sup>th</sup> February
4	1 <sup>st</sup> January – 31 <sup>st</sup> March	31 <sup>st</sup> May

### How must returns be submitted?

1.2.7 Returns must be submitted electronically. Completed forms (NILAS 001) should be emailed to [NILAS@daera-ni.gov.uk](mailto:NILAS@daera-ni.gov.uk)

## **Section 2. Contact Details**

Any queries relating to The Landfill Allowance Scheme (Northern Ireland) Regulations 2004 as amended should be directed to:

NILAS Monitoring Team  
Waste Management  
Northern Ireland Environment Agency  
Klondyke Building  
Cromac Avenue  
Malone Lower  
Belfast  
BT7 2JA  
e-mail: [NILAS@daera-ni.gov.uk](mailto:NILAS@daera-ni.gov.uk)  
Tel: 028 9056 9428

## **Section 3. Downloading the Returns Form (NILAS 001)**

The form 'Landfill Operator – Local Authority Collected Municipal Waste Data Return Form' (NILAS 001) can be found on the Northern Ireland Environment Agency website:

<https://www.daera-ni.gov.uk/publications/nilas-forms-and-guidance>

The NILAS 001 form can be downloaded as a Microsoft Excel spreadsheet by clicking on the hyperlink and following the on-screen prompts or by using the link below:

<https://www.daera-ni.gov.uk/sites/default/files/publications/daera/NILAS-001-Landfill-Operator-Return-Form.xls>

**ANNEX A**

NILAS 001 July 2016

**LANDFILL OPERATOR- MUNICIPAL WASTE DATA RETURN FORM**

Site Name and address:



Reporting Period:

Submission Date:

Date Load Accepted	Weight of load (tonnes, rounded to the nearest tonne)	Standard Description	EWC CODE	Area of waste origin	District Council	Treatment applied at landfill	Name of transfer station



## ANNEX B

Municipal Waste Codes from the European Waste Catalogue as applicable to Northern Ireland (see <http://eur-lex.europa.eu/legal-content/EN/TXT/?uri=CELEX:32014D0955> )

### **20 MUNICIPAL WASTES (HOUSEHOLD WASTE AND SIMILAR COMMERCIAL, INDUSTRIAL AND INSTITUTIONAL WASTES) INCLUDING SEPARATELY COLLECTED FRACTIONS.**

#### 20 01 separately collected fractions (except 15 01)

20 01 01	paper and card board
20 01 02	glass
20 01 08	biodegradable kitchen and canteen waste
20 01 10	clothes
20 01 11	textiles
20 01 13*	solvents
20 01 14*	acids
20 01 15*	alkalines
20 01 17*	photochemicals
20 01 19*	pesticides
20 01 21*	fluorescent tubes and other mercury-containing waste
20 01 23*	discarded equipment containing chlorofluorocarbons
20 01 25	edible oil and fat
20 01 26*	oil and fat other than those mentioned in 20 01 25
20 01 27*	paint, inks, adhesives and resins containing dangerous substances
20 01 28	paint, inks, adhesives and resins other than those mentioned in 20 01 27
20 01 29*	detergents containing dangerous substances
20 01 30	detergents other than those mentioned in 20 01 29
20 01 31*	cytotoxic and cytostatic medicines
20 01 32	medicines other than those mentioned in 20 01 31
20 01 33*	batteries and accumulators included in 16 06 01, 16 06 02 or 16 06 03 and unsorted batteries and accumulators containing these batteries
20 01 34	batteries and accumulators other than those mentioned in 20 01 33
20 01 35*	discarded electrical and electronic equipment other than those mentioned in 20 01 21 and 20 01 23 containing hazardous components
20 01 36	discarded electric and electronic equipment other than those mentioned in 20 01 21, 20 01 23 and 20 01 35
20 01 37*	wood containing dangerous substances
20 01 38	wood other than that mentioned in 20 01 37
20 01 39	plastics

20 01 40	metals
20 01 41	wastes from chimney sweeping
20 01 99	other fractions not otherwise specified
<u>20 02</u>	<u><i>garden and park wastes (including cemetery waste)</i></u>
20 02 01	biodegradable waste
20 02 02	soil and stones
20 02 03	other non-biodegradable wastes
<u>20 03</u>	<u><i>other municipal wastes</i></u>
20 03 01	mixed municipal waste
20 03 02	waste from markets
20 03 03	street cleansing residues
20 03 04	septic tank sludge
20 03 06	waste from sewage cleaning
20 03 07	bulky waste
20 03 99	municipal wastes not otherwise specified

\* Any waste marked with an asterisk (\*) is considered as a hazardous waste pursuant to directive 91/689/EEC on hazardous waste, and subject to the provisions of that Directive unless Article 1(5) of that Directive applies.

## ANNEX C

### Landfill Operator Returns – Submission Date

APRIL				
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	

MAY						
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23/30	24/31	25	26	27	28	29

JUNE						
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

JULY				
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

AUGUST						
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

SEPTEMBER						
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

OCTOBER				
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

NOVEMBER						
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				


DECEMBER						
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	


JANUARY				
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31


FEBRUARY						
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29						

MARCH						
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

 Period: 1st January -31st March return to be submitted by 31st May

 Period: 1st April - 30 th June return to be submitted by 31st August

 Period: 1st July - 30th September return to be submitted by 30th November

 Period: 1st October - 31st December return to be submitted by 28th February

## ANNEX D

<b>Antrim &amp; Newtownabbey</b>	<b>Armagh, Banbridge &amp; Craigavon</b>	<b>Ards &amp; North Down</b>	<b>Belfast</b>
Abbey	Aghagallon	Ballycrochan	Andersonstown
Aldergrove	Ballybay	Ballygowan	Ardoyne
Antrim Centre	Banbridge East	Ballygrainey	Ballygomartin
Ballyclare East	Banbridge North	Ballyholme	Ballymacarrett
BallyclareWest	Banbridge South	Ballymagee	Ballymurphy
Ballyduff	Banbridge West	Ballywalter	Ballysillan
Ballyhenry	Blackwatertown	Bloomfield	Beechmount
Ballynure	Bleary	Broadway	Beersbridge
Ballyrobert	Brownlow	Bryansburn	Bellevue
Burnthill	Cathedral	Carrowdore	Belmont
Carnmoney	Corcrain	Castle	Belvoir
Carnmoney Hill	Craigavon Centre	Clandeboye	Blackstaff
Clady	Demesne	Comber North	Bloomfield
Collinbridge	Derrytrasna	Comber South	Cavehill
Cranfield	Donaghcloney	Comber West	Central
Crumlin	Dromore	Conway Square	Chichester Park
Doagh	Gilford	Cronstown	Cliftonville
Fairview	Gransha	Cultra	Clonard
Fountain Hill	Hamiltonsbawn	Donaghadee	Collin Glen
Glebe	Keady	Glen	Connswater
Glengormley	Kernan	Gregstown	Cregagh
Greystone	Killycomain	Groomsport	Duncairn
Hightown	Knocknashane	Harbour	Dunmurry
Jordanstown	Lough Road	Helen's Bay	Falls
Mallusk	Loughbrickland	Hollywood	Falls Park
Monkstown	Loughgall	Kilcooley	Finaghy
Mossley	Magheralin	Killinchy	Forth River
O'Neill	Mahon	Kircubbin	Fortwilliam
Parkgate	Markethill	Loughries	Garnerville
Randalstown	Mourneview	Loughview	Gilnahirk
Rathcoole	Navan	Movilla	Hillfoot

Rostulla	Parklake	Portaferry	Innisfayle
Shilvodan	Quilly	Portavogie	Knock
Springfarm	Rathfriland	Rathgael	Ladybrook
Steeple	Richhill	Rathmore	Lagmore
Stiles	Seagahan	Scrabo	Legoniel
Templepatrick	Shankill	Silverbirch	Malone
Toome	Tandragee	Silverstream	Merok
Valley	The Birches	Warren	Musgrave
Whitehouse	The Mall	WestWinds	New Lodge
	Waringstown		

## ANNEX D (cont)

<b>Belfast (cont)</b>	<b>Causeway Coast &amp; Glens</b>	<b>Derry &amp; Strabane</b>	<b>Fermanagh &amp; Omagh</b>
Orangefield	Aghadowey	Artigarvan	Ballinamallard
Ormeau	Altahullion	Ballycolman	Belcoo & Garrison
Poleglass	Atlantic	Ballymagroarty	Belleek & Boa
Ravenhill	Ballycastle	Brandywell	Beragh
Rosetta	Ballykelly	Carn Hill	Boho, Cleenish & Letterbreen
Sandown	Ballymoney East	Castlederg	Brookeborough
Shandon	Ballymoney North	Caw	Camowen
Shankill	Ballymoney South	CityWalls	Castlecoole
Shaw's Road	Castlerock	Claudy	Coolnagard
Stewartstown	Churchland	Clondermot	Dergmoney
Stormont	Clogh Mills	Creggan	Derrygonnelly
Stranmillis	Coolessan	Creggan South	Derrylin
Sydenham	Dervock	Culmore	Donagh
Turf Lodge	Drumsumn	Drumahoe	Dromore
Twinbrook	Dundooan	Dunnamanagh	Drumnakilly
Upper Malone	Dungiven	Ebrington	Drumquin
WaterWorks	Dunloy	Eglinton	Ederney & Kesh
Windsor	Feeny	Enagh	Erne
Woodstock	Garvagh	Finn	FairyWater
Woodvale	Giant's Causeway	Foyle Springs	Fintona
	Greysteel	Galliagh	Florence Court & Kinawley
	Greystone	Glenderg	Gortin
	Hopefield	Glenelly Valley	Gortrush
	Kilrea	Kilfennan	Irvinestown
	Kinbane	Lisnagelvin	Killyclogher
	Loughguile & Stranocum	Madam's Bank	Lisbellaw
	Lurigethan	New Buildings	Lisnarrick
	Macosquin	Newtownstewart	Lisnaskea
	Magilligan	Northland	Maguiresbridge
	Mountsandel	Park	Newtownbutler
	Portrush & Dunluce	Shantallow	Newtownsaville
	Portstewart	Shantallow East	Owenkillew

	Quarry	Sheriff's Mountain	Portora
	Rasharkin	Sion Mills	Rosslea
	Roeside	Skeoge	Rossorry
	Route	Slievekirk	Sixmilecross
	Torr Head & Rathlin	Springtown	Strule
	University	Strabane North	Tempo
	Waterside	Strabane West	Termon
	Windy Hall	Victoria	Trillick

## ANNEX D (cont)

<b>Lisburn &amp; Castlereagh</b>	<b>Mid &amp; East Antrim</b>	<b>Mid Ulster</b>	<b>Newry, Mourne &amp; Down</b>
Ballinderry	Academy	Ardboe	Abbey
Ballyhanwood	Ahoghill	Augher & Clogher	Annalong
Ballymacash	Ardeevin	Aughnacloy	Ballybot
Ballymacbrennan	Ballee & Harryville	Ballygawley	Ballydugan
Ballymacoss	Ballycarry & Glynn	Ballymaguigan	Ballynahinch
Beechill	Ballykeel	Ballysaggart	Ballyward
Blaris	Boneybefore	Bellaghy	Bessbrook
Cairnshill	Braidwater	Caledon	Binnian
Carrowreagh	Broughshane	Castlecaulfield	Burren
Carryduff East	Burleigh Hill	Castledawson	Camlough
CarryduffWest	Cairncastle	Coagh	Castlewellan
Derryaghy	Carnlough & Glenarm	Coalisland North	Cathedral
Dromara	Castle	Coalisland South	Crossgar & Killyleagh
Drumbo	Castle Demesne	Cookstown East	Crossmaglen
Dundonald	Craigyhill	Cookstown South	Damolly
Enler	Cullybackey	Cookstown West	Derryboy
Galwally	Curran & Inver	Coolshinny	Derryleckagh
Glenavy	Fair Green	Donaghmore	Donard
Graham's Bridge	Galgorm	Draperstown	Drumalane
Harmony Hill	Gardenmore	Fivemiletown	Drumaness
Hilden	Glenravel	Glebe	Dundrum
Hillhall	Glenwhirry	Killyman	Fathom
Hillsborough	Gortalee	Killymeal	Forkhill
Knockbracken	Grange	Lissan	Hilltown
Knockmore	Greenisland	Loughry	Kilkeel
Lagan	Islandmagee	Lower Glenshane	Kilmore
Lagan Valley	Kells	Maghera	Knocknashinna
Lambeg	Kilroot	Moy	Lecale
Lisnagarvey	Kilwaughter	Moygashel	Lisnacree
Maghaberry	Kirkinriola	Mullaghmore	Mayobridge
Magheralave	Love Lane	Oaklands	Mullaghbane
Maze	Maine	Pomeroy	Murlough



Moira	Park	Stewartstown	Newtownhamilton
Moneyreagh	Portglenone	Swatragh	Quoile
Newtownbreda	Slemish	Tamlaght O'Crilly	Rostrevor
OldWarren	Sunnylands	The Loup	Saintfield
Ravernet	The Maidens	Tobermore	St. Patrick's
Stonyford	Victoria	Town Parks East	Strangford
Wallace Park	Whitehead South	Valley	Tollymore
White Mountain	Woodburn	Washing Bay	Warrenpoint
			Whitecross

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