Frequently Asked Questions

This addendum to the Monitoring Manual has been compiled in order to provide an easy point of reference to many of the most frequently asked questions encountered by the Litter Monitoring Body during regional meetings and through technical support queries.

1 General Information (Part One of Monitoring Manual, *green section*)

1.1 What is the National Litter Pollution Monitoring System?

The National Litter Pollution Monitoring System is a self-monitoring system, which may be used as an important decision making tool within local authorities. The main purpose of the Monitoring System is to enable the authorities to generate accurate and reliable statistics relating to litter pollution levels in their own functional areas.

1.2 Are resources available to fund the National Litter Pollution Monitoring System?

Finances to fund the implementation of the system are made available through the Local Government Fund. It is at the discretion of each local authority how monies from this fund are spent.

1.3 What information will be gathered from litter monitoring?

- The severity and extent of litter pollution across the country;
- The manner in which levels of litter change from location to location, and over time;

- The most likely sources and causes of the litter; and
- The locations of litter black-spots.

1.4 What are the stages involved in implementing the National Litter Pollution Monitoring System?

There are three phases involved in the implementation of the National Litter Pollution Monitoring System;

Set Up Phase

- Identify Potential Litter Generators;
- Input data from Visual Surveys into Litter GIS software;
- Plot the Potential Litter Generators onto digital maps; and
- Produce Litter Generation Potential Map using Litter Monitoring GIS software.

Benchmark Phase

- Consult Appendix Five and Appendix Six of the Monitoring Manual to identify the number of Litter Quantification Surveys and Litter Pollution Surveys required;
- From the Litter Generation Potential Map identify survey areas; 40% are to be performed in 'high risk' areas, 40% are chosen randomly using the GIS software and 20% are chosen by the local authority.
- Carry out surveys over the survey period which is May to September;
- Enter the results in the Litter Quantification Survey Results database (MS Excel) and the Litter Pollution Survey Results Database (MS Access); and

- Return the results to the Litter Monitoring Body.

Survey Phase

- On an annual basis repeat the steps detailed in Benchmark Phase.

1.5 Where can I access information relating to the National Litter Pollution Monitoring System?

If you require assistance regarding the National Litter Pollution Monitoring System you can contact the Litter Monitoring Body at

TES Consulting Engineers
Unit 4B/5
Blanchardstown Corporate Park
Blanchardstown
Dublin 15

Tel 01 803 0401
Fax 01 803 0410
Email laura.scanlan@tesltd.ie

There is also a section dedicated to the National Litter Pollution Monitoring System on TES Consulting Engineers' website

www.tesltd.ie

1.6 Is training available to local authority staff?

Training in relation other GIS component of the system is available on request from the LGCSB contact Deirdre Galvin 01 609 7000 for details.

Training in all other aspects of the system is available from TES Consulting Engineers by arrangement**.** For details contact the above (see 1.5).

2 Set Up Phase

2.1 What is a Litter Generation Potential Map? (Part Three of Monitoring Manual, *blue section*)

Litter Generation Potential Maps are colour-coded GIS maps, which identify clusters or 'hotspots' of premises, which are traditionally associated with litter pollution. These maps are created using specially designed GIS software. The maps will be used to choose survey areas for Litter Quantification Surveys and Litter Pollution Surveys. Not only will the maps be used for this purpose but they may also be used to maps other important aspects of the Litter Management System including litter bin locations, cleansing and litter warden routes, premises which have been the subject of litter prosecutions, the location of areas which have scored particularly poor in Litter Pollution Surveys and the locations of Litter Control areas.

2.2 What is a Potential Litter Generator? (Part Two of Monitoring Manual, *pink section*)

Potential Litter Generator is the collective term given to premises, sites or activities which are likely to give rise to litter pollution. Examples include fast-food outlets, derelict land, tourist attractions and secondary schools.

2.3 What are the different types of Potential Litter Generators?

Class 1 comprised of Generators, which are known or suspected to be ***potentially highly polluting***;

Class 2 comprised of Generators, which present a considerable risk of potential litter pollution but where the pollution arising is likely to be less severe than that observed with Class 1 Generators. These are termed ***potentially moderately polluting***; and

Class 3 comprised of ***temporary, seasonal or sporadic Generators***.

2.4 How do I decide what class a Potential Litter Generator should be?

There are three lists found within the Monitoring Manual (Part Two, Chapter One, *pink section*). Contained within each list are a number of categories of Potential Litter Generators. The surveyor should decide using these lists, which Class a Generator falls into. If the category of a particular generator is not listed it should be categorised as Miscellaneous and the surveyor should assign the Class on the potential that that generator has to create litter. If in doubt the surveyor may consult with the Litter Monitoring Body for clarification.

It is important to note that the Class the is the important factor, as it is the basis on which the GIS software operates. The assigning of individual Potential Litter Generators to a particular category is not as important as assigning the initial Class.

2.5 How do I identify the Potential Litter Generators within my functional area?

There are a number of ways this can be done. Some local authorities have decided to purchase an address database, some have identified all the potential generators by Visual Surveys and some local authorities have used various lists such as rates lists etc. to aid the identification of the Potential Litter generators within the their functional areas.

2.6 What is the difference between a 'site' and a 'building'?

A '**site'** is a Potential Generator, which may lead to litter which cannot be directly linked to a specific permanent building or group of buildings. Examples include riverside walks, scenic locations, most litter blackspots and fly-tipping areas, litter-bins, stretches of road, canal or river, and lay-bys.

A '**building'**, on the other hand, as the name suggests, refers to a structure, which may directly or indirectly lead to littering.

2.7 What is a multiple generator? (Part Two of Monitoring Manual, *pink section*)

Where more than one Generator is identified at a single location, it is recommended that the location be classified according to the most significant Generator in the grouping. For example, a building containing a newsagent (Class One), a pub (Class Two) and associated with petrol pumps (Class Two) would be recorded as a **Class One Generator.**

2.8 What is A Visual Survey?

A visual survey involves a surveyor logging litter generators on a map and recording the detail on the Visual Survey Form. A detailed methodology is given in Section 1.6 of the Monitoring Manual.

3 Litter Quantification Surveys (Part Four of Monitoring Manual, *green section*)

3.1 What is a Litter Quantification Survey?

The Litter Quantification Survey is a monitoring tool involving a litter item counting exercise, which assesses the origin and type of litter pollution prevailing in a 50m stretch of an authority's area.

3.2 When and where do I conduct Litter Quantification Surveys?

It is important for the Litter Quantification Survey to select an area, with a large sample size i.e. contains a substantial amount of litter. Local knowledge will aid this decision. It is also recommended that you choose a time as long after the last cleansing sweep as possible.

A detailed description of the methodology required for the Litter Quantification Survey is contained in Part Four of the Monitoring Manual.

3.3 How many Litter Quantification Surveys does each local authority have to do? (Appendix Five of Monitoring Manual, *lilac section*)

Each local authority has been prescribed a minimum number of surveys, which are required. These are

contained in Appendix Five of the Monitoring Manual.

4 Litter Pollution Surveys (Part Five of Monitoring Manual, *yellow section*)

4.1 What is a Litter Pollution Survey?

Litter Pollution Surveys are surveys where the presence or absence of litter pollution on a given day and at a given location is assessed by a visual inspection. It involves a visual inspection of a 50m stretch of footpath to determine the extent and severity of any litter pollution observed.

4.2 Where should I do the Litter Pollution Surveys?

Each local authority is asked to perform a minimum number of Litter Pollution Surveys within their functional area. You are asked to sample in the following areas;

- **'High Risk Areas'** These location are highlighted by the GIS as areas which have the greatest potential to create litter. 40% of Litter Pollution Surveys are performed in these areas. One should choose enough 'hot spots' to give a geographical spread of Litter Pollution Surveys. In other words if you have a number of 'hot spots' within you functional area, you should choose to perform surveys in a number of different clusters;
- **Random Survey Areas**. These locations are surveyed during the Litter Pollution Surveys to ensure that representative coverage of each authority's area is obtained. They are identified using a random selection tool developed as part of the LGCSB Litter Monitoring

GIS Package. 40% of Litter Pollution Surveys are performed in random areas; and

- 20% of surveys are chosen at the discretion of the local authority. These may be known 'black spot' areas or maybe areas which may warrant examination due to altered litter abatement practices.

4.3 When should Litter Pollution Surveys be done?

The sampling period is from May to September on an annual basis. The surveys should be spread out evenly across the months. Furthermore one should spread the time of the surveys out in order to track changes in pollution levels from day to day and also at different times of the day. In other words surveys should be done on different days at weekends as well as weekdays if possible. Also the supervisor should ensure that the surveys are done at different times of the day.

4.4 Who should carry our litter surveys?

Litter Wardens have been chosen as the most appropriate personnel to carry out litter surveys. However the system has been designed to allow any person familiar with the survey methodologies to be able to perform litter-monitoring surveys. The only pre-requirement is that they familiarise themselves with methodologies described in the Monitoring Manual

5 Litter Monitoring GIS (LGCSB User and Training Manuals 1 & 2)

5.1 Who do I contact if I have any queries in relation to the Litter Monitoring GIS software?

The Local Authorities should contact Deirdre Galvin at the Local Government Computer Services Board.

Email: dgalvin@lgcsb.ie
Tel: (01) 6097000

5.2 What software is needed before we can install Phase 1 of the system?

A minimum of MapInfo version 5.5 is needed before the Litter Monitoring GIS can be installed. MapInfo can be purchased from:

GAMMA
14 Clanwilliam Square
Lower Grand Canal Street
Dublin 2
Tel: (01) 6620467

ESBI Computing
Stephen's Court
18-21 St. Stephen's Green
Dublin 2
Tel: (01) 7038000

However MapInfo is not needed to set up the Data Entry module in phase 1.

5.3 Where do we obtain the OS (Ordnance Survey) maps?

In some cases the local authority may already have the OS maps in another department e.g. the Engineering Dept., if not they can be obtained from:

Digital Sales,
Ordnance Survey Ireland,
Phoenix Park, Dublin 8
Tel: (01) 8025 376.
Fax: (01) 8025 377.
Email: digitals@osi.ie

5.4 What scale OS maps should be used?

Preferably vector 1:1000 and vector 1:2500 should be used but in some cases local authorities have used raster 6-inch OS maps or the Discovery Series (1:50,000).

5.5 Will there be any further training courses?

If a Local Authority wishes to go on a training course they should contact Deirdre Galvin at the Local Government Computer Services Board.

Email: dgalvin@lgcsb.ie
Tel: (01) 6097000

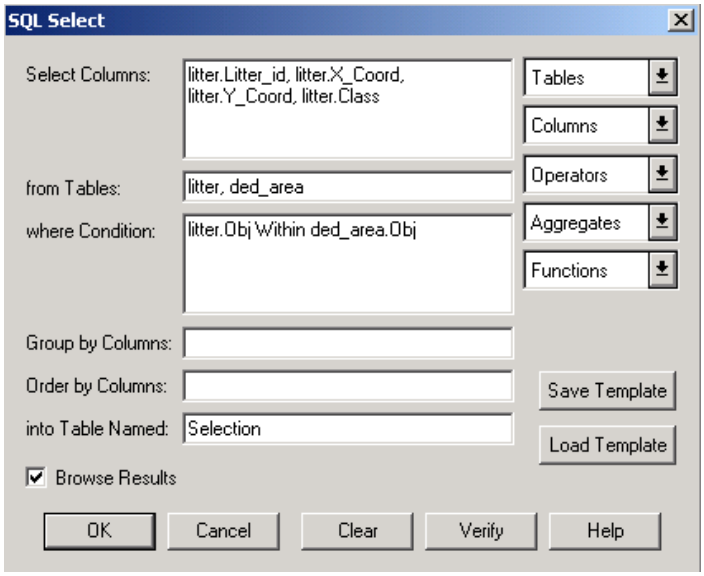
5.6 When the potential litter generators have been plotted for the entire county is it possible to select only those generators applicable to the Town Council in order to locate random survey areas?

Yes, the following steps should be taken.

Using Windows Explorer create a new folder called UDC.

Open the Litter GIS Module and select the DEDs within the functional area using the following icon:
 on the Litter GIS System toolbar.
Select the *File* | *Save Copy As* menu option on the MapInfo toolbar
Click on Selection and click on Save As.
Call the new file ded_area and click on Save.
Select the *File* | *Open Table* menu option on the MapInfo toolbar and open ded_area.
Select the *Query* | *Select* menu option on the MapInfo toolbar
Select records from the table ded_area.
Click off Browse Results and Click OK.

Select the *Query* | *SQL Select* menu option on the MapInfo toolbar.
The SQL Select window opens, select the options as shown below



Click OK.

Select the *File* | *Save Copy As* menu option on the MapInfo toolbar.

Call the new file Litter.

Select the *File* | *Configure System* menu option on the Litter GIS System toolbar.

Set up the location of the new DED file and the new litter object file.