

To: **Members of the Oxfordshire Waste Partnership Joint Committee (meeting with the Oxfordshire Environment Partnership)**

***Notice of a Meeting of the Oxfordshire Waste Partnership Joint Committee (meeting with the Oxfordshire Environment Partnership)***

**Friday, 30 March 2012 at 9.30 am**

**County Hall, Oxford**



Peter G. Clark  
County Solicitor

March 2012

Contact Officer: **Julie Dean**  
*julie.dean@oxfordshire.gov.uk; Tel: (01865) 815322*

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**Membership – Oxfordshire Waste Partnership**

*Councillors:*

Lorraine Lindsay-Gale  
(deputy: David Robertson)

David Dodds  
(deputy: Any Cabinet Member)

John Tanner  
(deputy: Any other member of the City Executive Board)

James Macnamara  
(deputy: Barry Wood)

Reg Waite  
(deputy: Any Cabinet Member)

David Harvey  
(deputy: Barry Norton or Mark Booty)

*Representing:*

Chairman – Oxfordshire County Council

Deputy Chairman – South Oxfordshire District Council

Oxford City Council

Cherwell District Council

Vale of White Horse District Council

West Oxfordshire District Council

## **Membership – Oxfordshire Environment Partnership**

*Membership is a loose group of elected members, officers and representatives from government and non-governmental agencies. In addition to the councillors above, those usually attending are listed in that order.*

	<i>Representing:</i>
Ian Davies	Cherwell District Council
John Copley	Oxford City Council
Tim Sadler	Oxford City Council
Andrew Pau	Oxfordshire County Council
Rachel Burns	Oxfordshire County Council
Matt Prosser	South Oxfordshire & Vale of White Horse District Council
Trevor Askew	West Oxfordshire District Council
Ben Morrish	Environment Agency
Matt Jackson	BBOWT
Lee Horrocks	Environment Agency
Linda Watson	Oxfordshire Rural Community Council
Susie Ohlenschlager	Oxfordshire County Council Environment & Climate Change Team
Susan Halliwell	Oxfordshire County Council Environment & Climate Change Team
Wayne Lewis	Oxfordshire Waste Partnership Co-Coordinator

### **Notes:**

- ***Date of next meeting: 22 June 2012 – Please note that this meeting will be held at South Oxfordshire District Council offices, Crowmarsh.***

## Declarations of Interest

This note briefly summarises the position on interests which you must declare at the meeting. Please refer to the Members' Code of Conduct in Part 9.1 of the Constitution for a fuller description.

### **The duty to declare ...**

You must always declare any "personal interest" in a matter under consideration, i.e. where the matter affects (either positively or negatively):

- (i) any of the financial and other interests which you are required to notify for inclusion in the statutory Register of Members' Interests; or
- (ii) your own well-being or financial position or that of any member of your family or any person with whom you have a close association more than it would affect other people in the County.

### **Whose interests are included ...**

"Member of your family" in (ii) above includes spouses and partners and other relatives' spouses and partners, and extends to the employment and investment interests of relatives and friends and their involvement in other bodies of various descriptions. For a full list of what "relative" covers, please see the Code of Conduct.

### **When and what to declare ...**

The best time to make any declaration is under the agenda item "Declarations of Interest". Under the Code you must declare not later than at the start of the item concerned or (if different) as soon as the interest "becomes apparent".

In making a declaration you must state the nature of the interest.

### **Taking part if you have an interest ...**

Having made a declaration you may still take part in the debate and vote on the matter unless your personal interest is also a "prejudicial" interest.

### **"Prejudicial" interests ...**

A prejudicial interest is one which a member of the public knowing the relevant facts would think so significant as to be likely to affect your judgment of the public interest.

### **What to do if your interest is prejudicial ...**

If you have a prejudicial interest in any matter under consideration, you may remain in the room but only for the purpose of making representations, answering questions or giving evidence relating to the matter under consideration, provided that the public are also allowed to attend the meeting for the same purpose, whether under a statutory right or otherwise.

### **Exceptions ...**

There are a few circumstances where you may regard yourself as not having a prejudicial interest or may participate even though you may have one. These, together with other rules about participation in the case of a prejudicial interest, are set out in paragraphs 10 – 12 of the Code.

### **Seeking Advice ...**

It is your responsibility to decide whether any of these provisions apply to you in particular circumstances, but you may wish to seek the advice of the Monitoring Officer before the meeting.

**If you have any special requirements (such as a large print version of these papers or special access facilities) please contact the officer named on the front page, but please give as much notice as possible before the meeting.**



# AGENDA

## SECTION 1 - ENVIRONMENT PARTNERSHIP MATTERS

**Note: Oxfordshire Waste Partnership members can participate in the discussion of items in this Section of the agenda but may not vote.**

### 1. Apologies for Absence and Notification of Deputy Members

**9:30**

Please contact Julie Dean (Tel: 01865 815322) to give apologies and advise of attendance by the named Deputy Member).

### 2. Declaration of Interest - see guidance note

### 3. Minutes (Pages 1 - 8)

To approve the Minutes of the meeting of the Environment Partnership held on 20 January 2012 (Minute no. 1/12 – 6/12 inclusive) **(EP3)** and to receive information arising from them.

### 4. Low Carbon Communities Programme End of Project Report (Pages 9 - 14)

**9:35**

The report **(EP4)** evaluates the achievements of this LAA 1 funded project, and how the work is being carried forward.

***The Environment Partnership is RECOMMENDED to note the report.***

### 5. Thermal Imaging in Transition Eynsham

**9:45**

There will be a presentation by a representative from Transition Eynsham.

### 6. Green Deal (Pages 15 - 18)

**10:00**

A presentation will be given by Brad Hook, a representative of United Sustainable Energy Agency, on Green Deal. The attached introductory report accompanies the presentation **(EP6)**.

***The Environment Partnership is asked to:***

- (a) note the potential multiple benefits of the Green Deal and the investment opportunity it offers;***
- (b) consider whether the Partnership wishes to receive monitoring reports on the progress of the Green Deal in Oxfordshire; and***
- (c) consider whether they wish to receive a more detailed report exploring the feasibility of collaboration between Councils to support the scheme.***

**7. Schools Carbon Reduction Strategy (Pages 19 - 22)**

**10:20**

A report (**EP7**) is provided on the Schools Carbon Reduction Strategy and support services.

***The Environment Partnership is asked to note the report.***

**8. Cherwell District Council's work on energy and climate change (Pages 23 - 28)**

**10:30**

A presentation will be given by Chiko Wade on Cherwell District Council's work on energy and climate change. This is accompanied by the attached report (**EP8**).

***The Environment Partnership is asked to note the report.***

**SECTION 2 - MATTERS RELATING TO THE ENVIRONMENT PARTNERSHIP AND WASTE PARTNERSHIP JOINTLY**

**Note: OWP and EP members can participate in the discussion of items in this Section of the agenda. It is comes to a vote, OWP an EP members will need to vote separately.**

**9. Petitions and Addresses**

**10:50**

**SECTION 3 - WASTE PARTNERSHIP MATTERS**

**Note: Environment Partnership members can participate in the discussion of items in this Section of the agenda but may not vote.**

**10. Apologies for Absence and Notification of Deputy Members**

Please contact Julie Dean (Tel: 01865 815322) to give apologies and advise of attendance by the Deputy Member).

**11. Declarations of Interest - see guidance note**

**12. Minutes** (Pages 29 - 36)

To approve the minutes of the Oxfordshire Waste Partnership Joint Committee held on 20 January 2012 (**OWP12**) (Minutes 7/12 to 19/12 inclusive) and to receive information arising from them.

**13. Financial Arrangements** (Pages 37 - 44)

**10:50**

The report will provide an update (**OWP13**) on financial arrangements payments for the year to date and set out an estimated value for the year-end adjustment to payments. The report also provides a brief update on work to review the targets within the agreement.

***The Waste Partnership is RECOMMENDED to note the financial arrangements payments as set out in Appendix 1 and also the forecast year end adjustment figures as set out in Appendix 2.***

**14. Joint Municipal Waste Management Strategy draft Action Plan for 2012/13** (Pages 45 - 52)

**11:00**

To consider a draft action plan for 2012/13 – 2014/15 in support of the Joint Municipal Waste Management Strategy (JMWMS) (**OWP14**).

***The Oxfordshire Waste Partnership is asked to agree the action plan as set out at Appendix 1.***

**15. Performance Monitoring - Update** (Pages 53 - 68)

**11:10**

A quarterly update on the performance of Oxfordshire Waste Partnership is provided at **OWP15**.

***The Oxfordshire Waste Partnership is RECOMMENDED to note the report and that further information on the risk identified in table 1 is brought to the next meeting.***

**16. Residual Waste Treatment Project - Update (Pages 69 - 72)**

**11:15**

The report will give an update on progress made in respect of the Residual Waste Treatment Project (**OWP16**).

***The Oxfordshire Waste Partnership are RECOMMENDED to:***

- a) note and support the progress made on the residual waste treatment project; and***
- b) note and support the progress made on the procurement of a bulking and haulage contract for the efficient delivery of waste to the Ardley EfW facility.***

**17. New Initiatives Fund Projects (NIF) - Completed Evaluations and Update on Outstanding Projects (Pages 73 - 78)**

**11:20**

To report the findings of recently completed New Initiatives Fund (NIF) post-project evaluations and to provide an update on the progress of projects with outstanding funding claims (**OWP17**).

***The Oxfordshire Waste Partnership are RECOMMENDED:***

- (a) to note the NIF project evaluations at Appendix 1 and the update on spending plans for outstanding commitments at Appendix 2;***
- (b) that any committed funds that are not supported by agreed spending plans by the June 2012 meeting be returned to the NIF central fund, and;***
- (c) recommendations on the allocation of any remaining NIF funding are brought to the June meeting.***

**18. Review of Effectiveness of Internal Audit (Pages 79 - 86)**

**11:35**

The report reviews the effectiveness of the Internal Audit (**OWP18**).

***The Oxfordshire Waste Partnership is RECOMMENDED that the review findings set out within this report are noted and that the Partnership raises any concerns it may have with regards to the efficacy of the OWP internal audit function.***

**19. Proposed Bicester Reuse Centre**

**11:40**

An update will be provided on the project aims and hoped-for achievements of the project, prior to a more extensive report to a future meeting.

**20. Consultation on Refreshing the Oxfordshire Joint Municipal Waste Management Strategy (Pages 87 - 158)**

**11:45**

The Partnership is asked to agree a draft 5 year review and refresh of the Oxfordshire Joint Municipal Waste Management Strategy (JMWMS) for public consultation (OWP20).

***The Oxfordshire Waste Partnership are RECOMMENDED to approve the JMWMS consultation document, summary document and draft action plan for public consultation commencing in May 2012.***

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## OXFORDSHIRE WASTE PARTNERSHIP JOINT COMMITTEE (MEETING WITH THE OXFORDSHIRE ENVIRONMENT PARTNERSHIP)

**MINUTES** of the meeting held on Friday, 20 January 2012 commencing at 9.30 am and finishing at 12 noon

**Present:**

**Voting Members:** Councillor Lorraine Lindsay-Gale – in the Chair  
Councillor David Dodds  
Councillor David Harvey  
Councillor James Macnamara  
Councillor Reg Waite  
Cllr Mark Lygo (In place of Councillor John Tanner)

**Officers:**

Whole of meeting Andrew Pau, Rachel Burns and Julie Dean – Oxfordshire County Council;  
Wayne Lewis and Paul Mcroft – Oxfordshire Waste Partnership;  
Trevor Askew and Ralph Young – West Oxfordshire District Council;  
Ed Potter – Cherwell District Council;  
Matt Prosser – South Oxfordshire and Vale of White Horse District Councils;  
John Copley – Oxford City Council;  
Joanne Wines – Environment Agency

Part of meeting Susie Ohlenschlager and Nick King – Oxfordshire County Council;  
Linda Watson – Oxfordshire Rural Community Council

*The Committee considered the matters, reports and recommendations contained or referred to in the agenda for the meeting, and decided as set out below. Except insofar as otherwise specified, the reasons for the decisions are contained in the agenda and reports, copies of which are attached to the signed Minutes.*

Prior to the start of the meeting the Chairman paid tribute to the late Councillor Roger Belson, a former member of the Partnerships. Members stood for one minute's silence in his memory.

**SECTION 1 - OXFORDSHIRE ENVIRONMENT PARTNERSHIP MATTERS**

**1/12 APOLOGIES FOR ABSENCE AND NOTIFICATION OF DEPUTY MEMBERS**

(Agenda No. 1)

Councillor Mark Lygo substituted for Councillor John Tanner and Jo Wines for Lee Horrocks (Environment Agency).

**2/12 DECLARATION OF INTEREST - SEE GUIDANCE NOTE**

(Agenda No. 2)

Councillor David Harvey declared a personal interest in Agenda Item 6, Oxfordshire 2030 Targets (paragraph 14) on account of his position as a board member of USEA (United Sustainable Energy Agency).

Councillor James McNamara declared a personal interest in joint Agenda Item 8 – Waste Development Framework – on account of his membership of the Board of Oxfordshire’s St. John’s Ambulance service, part of whose voluntary duty is to collect and deliver clinical waste.

**3/12 MINUTES**

(Agenda No. 3)

The Minutes of the 28 October 2011 meeting of the Environment Partnership were approved (Minute Numbers 59/11 to 62/11 inclusive).

**4/12 ORCC COMMUNITY BULK BUYING SCHEME AND TOE2 WOOD FUEL PROJECTS**

(Agenda No. 4)

Linda Watson, Chief Executive, Oxfordshire Rural Community Council (ORCC) gave a presentation updating the Partnerships on their Community Bulk Buying scheme and the TOE2 Wood Fuel projects.

Mrs Watson was congratulated for ORCC’s work relating to the TOE2 Wood Fuel project and was offered help and support from West Oxfordshire District Council (WODC). Councillor Harvey pointed out the scarcity of biomass boilers within the County, a vital ingredient of the project, adding that WODC, when giving grants to schools, youth centres etc, were encouraging their use.

Linda Watson was thanked for her presentation.

## **5/12 ARRANGEMENTS FOR REPORTING GREENHOUSE GAS EMISSIONS AND PROGRESS ON ENERGY/CARBON REDUCTION AND CLIMATE CHANGE ADAPTATION WORK**

(Agenda No. 5)

The Environment Partnership had before them a report (EP5) which recommended a form of reporting to Partnership members on energy/carbon reduction and climate change adaptation work within each organisation, in order to support the work and to share good practice.

The Environment Partnership **AGREED** the proposed process for reporting progress in reducing Greenhouse Gas emissions and for sharing practice, as set out in paragraphs 4 – 7 of the report.

## **6/12 OXFORDSHIRE 2030 TARGETS**

(Agenda No. 6)

The Environment had before them a report (EP6) which gave an update on the current situation with regard to the Oxfordshire 2030 targets, and which proposed some amendments prior to the submission of a report to the Oxfordshire Partnership in the Spring 2012.

The Environment Partnership **AGREED** to note the activities outlined in the report, and to agree the additions and/or amendments as proposed in paragraphs 3,4,6,11 and 17; together with the following additions which were agreed at the meeting:

- Priority 1 (paragraph 3)– progress on the target relating to Suds (Sustainable Urban Drainage Systems) be also reported to a future meeting of the Environment Partnership;
- Priority 4 (paragraph 19) – to support, in principle, the Trust for Oxfordshire’s Environment’s £300k TOE Community Woodfuels project which aims to help develop the woodfuel market in Oxfordshire via community education and potentially woodfuel cooperatives which will provide the stimulus for increased woodland management;
- Priority 4 (paragraph 18) – to report to a future meeting of the Partnership on the Natural Environment White Paper and to circulate to Partnership members further information with regard to the Nature Improvement Areas (NIAs) bids which were based on Oxfordshire’s Conservation Target Areas – focused on the Upper Thames Tributaries and Chilterns Chalk Scarps.

## **7/12 PETITIONS AND ADDRESSES**

(Agenda No. 7)

There were no requests to make an address or to submit a petition.

## **8/12 WASTE DEVELOPMENT FRAMEWORK**

(Agenda No. 8)

Peter Day, Minerals & Waste Policy Team Leader, Oxfordshire County Council gave a presentation updating the Partnership on the development of the Waste Core Strategy document. At the close of the presentation, a question and answer session was held.

In response to a question about the quantity of waste being imported into the County, Mr Day responded that 2 – 300k tonnes per annum was currently being imported from the London area, together with 450k tonnes from elsewhere in the Country. He pointed out that the Plan made provisions for a reduction of the London intake at the rate of approximately 50k per annum with the aim of eliminating it by 2021.

Councillor David Dodds expressed the view that the 30 mile round trip to the Household Waste Recycling Centre, Redbridge, was 'unreasonable' for some of his residents living in the South Oxfordshire area.

Councillor David Harvey expressed his disappointment that the presentation had not focussed on the future plans for mineral/gravel extraction. He added his grave concerns that West Oxfordshire would be providing most of the gravel/mineral extraction for the County and that this would have a disadvantageous impact on the environment. He urged, therefore, that a good deal of thought be put into landscaping should this occur and asked for assurance that the residents of West Oxfordshire would be informed of the consultation proposals. Mr Day reassured him that public consultation would take place on the draft Waste/Minerals Strategy, adding that full and detailed consideration would be given to all representations received from local residents and businesses as well as from statutory consultees.

Councillor James MacNamara expressed the hope that there would be some 'joined up thinking' between Planning and Waste policies to ensure that recycled waste was being used and to enable local access points for its disposal, particularly the disposal of small quantities of hazardous waste. Mr Day responded by emphasising the need for the County Council Planning officers to work closely with their District Council colleagues. Mr Pau endorsed this, adding that the role of the Development Framework was to set out a broad strategy only.

Peter Day was thanked for his presentation.

## **9/12 OXFORDSHIRE GREEN SCHOOLS PROGRAMME**

(Agenda No. 9)

Richard Pollard of Groundwork Thames Valley gave a presentation updating the Partnerships on the Oxfordshire Green Schools Programme.

He undertook to circulate the names of the eight school 'hubs' to all members of the Partnerships.

Richard Pollard was thanked for his presentation.

**10/12 EP/OWP FORWARD PLANS**

(Agenda No. 10)

The Partnership Agreed a set of Forward Plans for both Partnerships, as set out at EP/OWP10.

**11/12 ROLE OF HOST AUTHORITY AND DATES OF FUTURE MEETINGS**

(Agenda No. 11)

The Partnerships were asked to note that the hand-over of the role of OWP Host Authority and Chair of the Environment Partnership to South Oxfordshire District Council would take place with effect from the June 2012 meeting (OWP11) They were also asked to agree the meeting dates for 2012/13 and 2013/14 as follows:

22 June 2012  
26 October 2012  
18 January 2013  
29 March 2013  
21 June 2013

The Partnerships noted and **AGREED** the arrangements for the next two years, with the exception that the meeting date proposed for 29 March 2013 be amended to 22 March 2013.

**12/12 APOLOGIES FOR ABSENCE AND NOTIFICATION OF DEPUTY MEMBERS**

(Agenda No. 12)

As at Agenda Item 1.

**13/12 DECLARATIONS OF INTEREST - SEE GUIDANCE NOTE**

(Agenda No. 13)

As at Agenda Item 2.

**14/12 MINUTES**

(Agenda No. 14)

The Minutes of the meeting held on 28 October (Minutes 64/11 – 74/11 inclusive) were approved and signed.

Matters Arising

Minute 73/11 – Financial Incentives for Weekly Bin Collections - Responses from Bob Neil MP and Nicola Blackwood MP were circulated. It was decided to request the officers to respond to accord with the vein of the discussion at this meeting, once the details of the incentives had been published.

Minute 74/11 – External Audit Findings – 2010/11 – a letter from the Chairman to External Audit, requesting further clarification and challenging the qualification, was circulated for information.

**15/12 CONSULTATION ON REFRESHING THE OXFORDSHIRE JOINT MUNICIPAL WASTE MANAGEMENT STRATEGY - FIVE YEAR REVIEW**

(Agenda No. 15)

The Waste Partnership had before them a draft refresh of the Oxfordshire Joint Municipal Waste Management Strategy for public consultation (OWP15).

Wayne Lewis reported that the Oxfordshire Chief Executives Group had requested that the Partnership defer approval of the draft consultation document to allow further negotiation around the level of the recycling and composting targets. The District Council members each concurred with this request.

Paul Mcroft undertook to send out a press release to publicise the excellent performance statistics for recycling waste around the county.

It was **AGREED** to note the Oxfordshire Joint Municipal Waste Management Strategy document and draft action plan and to approve its content and strategic delivery aspects in principle, subject to further negotiation around the level of the recycling and composting targets; and that it be brought back to a future meeting of the Partnership.

**16/12 COMMERCIAL FOOD WASTE COLLECTION - PILOT PROJECT**

(Agenda No. 16)

The Partnership considered a report (OWP16) which sought approval to the entry into a funding agreement with Remade South East for the delivery of a pilot food waste recycling collection service for small and medium enterprises in Oxford.

It was **AGREED** that the Partnership should enter into the funding agreement with Remade South East and Oxfordshire County Council (acting as the Oxfordshire Waste Partnership host authority) should sign the agreement on behalf of the Waste Partnership; and that the Waste Partnership be kept informed of progress.

**17/12 FINANCIAL ARRANGEMENTS - UPDATE**

(Agenda No. 17)

The Waste Partnership had before them a report which provided an update on financial arrangements to date (OWP17).

## OWP

The Oxfordshire Waste Partnership noted the financial arrangements payments, as set out in Appendix 1 and the forecast year end adjustment figures, as set out in Appendix 2.

### **18/12 PERFORMANCE MONITORING - THIRD QUARTER 2011/12**

(Agenda No. 18)

The Waste Partnership had before them the quarterly update on performance (OWP18).

West Oxfordshire District Council reported that they were experiencing a significant reduction in fly tipping as a consequence of a marked rise in successful prosecutions. Paul Mcroft further reported that good relationships were being established with private landowners in an endeavour to crack down on this problem. Jo Wines pointed out also that the Environment Agency were working with the Government on an initiative to tackle metal thefts in the south east area.

Matt Prosser reported that South and Vale District Councils were still in negotiation with DEFRA to reopen the waste data flow statistics for 2011/12 with regard to the reported reject rate of dry recyclables, adding that Vale and South were leading the national recycling tables.

The Oxfordshire Waste Partnership **AGREED** to note the report and to request that an update on NIF funded projects be submitted for consideration at the next meeting.

### **19/12 WASTE TREATMENT PROJECT - UPDATE**

(Agenda No. 19)

The Waste Partnership had before them a report (OWP19) which gave an update on the progress of the Residual Waste Treatment Procurement project and the related bulking and haulage procurement.

Andrew Pau offered to organise for members of the Partnership to visit an Energy from Waste facility.

Partnership members put forward the following concerns:

- that close consideration be given to the routing arrangements around the site. Andrew Pau commented that routing agreements were already in place as part of the planning permission and that CCTV cameras had been installed and were monitoring the entry and exit routes. Councillor Macnamara asked for Parish Councils to be kept informed of arrangements;
- the potential added costs to councils and Oxfordshire taxpayers of bulking arrangements. Historically both bulking and waste facilities had been available on the existing district council depot sites;

OWP

- the cost of staffing and could it be avoided? Andrew Pau responded that the competitive procurement process for the bulking and haulage contract could not be short-circuited, however OCC were encouraging good, value for money proposals and the project team was made up of internal staff with good district council representation.

It was **AGREED** to:

- (a) note and support the progress made on the residual waste treatment project;
- (b) support the procurement of a bulking and haulage contract for the efficient delivery of waste to the Ardley EfW facility; and
- (c) make a visit to an energy from waste facility, subject to prior commitments.

..... in the Chair

Date of signing ..... 2012

## Environment Partnership - 30 March 2012

### Low Carbon Communities Programme – end of project report

#### 1 Introduction

- 1.1 This report reviews the achievements of the Low Carbon Communities Programme, and illustrates how other initiatives are taking forward this important work.
- 1.2 The Environment Partnership approved the delivery plans for the Low Carbon Communities Programme funded by LAA1 reward grant in January 2010. The programme was launched in April 2010, and project funding for all of the projects has now been spent. All the projects were delivered by the organisations listed in Appendix 1; the funding and project reporting was administered by Oxfordshire County Council.

#### 2 Background

- 2.1 The Low Carbon Communities Programme started with the launch of the Affordable Warmth Network in April 2010. The programme aims were to promote opportunities for local residents to save energy and participate in local community energy and climate change initiatives.
- 2.2 Despite the 50% reduction in LAA1 reward grant most elements of the programme continued, on reduced budgets and with reduced timescales, (which were reported to the Partnership in October 2010). The biggest cuts were to the capital funding for renewable energy and the energy incentive scheme grant.
- 2.3 The majority of the programme projects were delivered during 2010 and 2011, with some additional funding provided by local authorities to enable the continuation of the Affordable Warmth network to the end of this financial year.

#### 3 Project highlights

- 3.1 Some highlights and key headline figures are reported here, with a summary of further details in Appendix 1.
- 3.2 We estimate that overall during the course of the project up to 20,000 Oxfordshire residents have been contacted or involved in some way through the following projects:

### 3.3 **Home insulation and affordable warmth**

- 1187 households had loft or cavity wall insulation installed, saving an estimated 650 tonnes of CO<sub>2</sub> emissions per annum, (or total 26,000 tonnes over 40 year lifetime of the buildings).
- 411 of the installed households were priority group households.
- 222 professionals and front-line staff were trained through the Affordable Warmth Network.
- 2,149 residents received advice either face-to-face or via the advice line, about Affordable Warmth.

### 3.4 **Work with schools**

- Over 8,000 school pupils in 51 schools across Oxfordshire were contacted through the Energy Busters project
- Solar panels were installed on Barley Hill School in 2010.

### 3.5 **Work with local communities**

- 6 rural communities participated in the Big Carbon Challenge carbon reduction competition, which helped to build capacity and support the transition to new models of delivery.
- Production of the Community Climate Change Handbook

## 4. **Match funding generated**

- 4.1 A significant amount of funding was attracted by the LAA1 grant, totalling nearly £300,000. Of this, £292,700 of CERT (Carbon Emissions Reduction Target) funds were generated for Oxfordshire as a result of the energy incentive grant expenditure, and an additional £5,000 was awarded as sponsorship by Cottsway Housing and the Oxfordshire Rural Housing Partnership for the Big Carbon Challenge competition.

## 5 **Project summaries**

### 5.1 **Energy Incentive Scheme and Affordable Warmth Project**

A total of £75,000 was allocated following the 50% cut. The Oxfordshire wide grant made it possible for home owners and people in private rented accommodation to install cavity wall and loft insulation at £99 per measure. The scheme went live in March 2010 and there was much interest generated by marketing by the local authorities and the United Sustainable Energy Agency (USEA). The priority group installations which took place as a result of the marketing of the Oxfordshire grant were funded completely by CERT grant. Appendix 1 provides additional details.

- 5.2 As the funding was cut part-way through, the number of households insulated under the "Oxon Special" was below the original target. However, Cherwell, West Oxfordshire, and Vale of White Horse District Councils were able to provide some funding to continue a reduced price insulation scheme for their areas. Additional funding was also secured to continue the service provided by the Affordable Warmth Network, enabling it to continue to be offered across Oxfordshire to date.

### 5.3 **Work with local communities**

The reduction in funding means that the target number of communities to be reached was reduced. However the grant provided support for Climate Exchange and Oxfordshire Rural Community Council to work with community groups in 2010 and early 2011. Key achievements include :

- the production of the Community Climate Change Handbook
- the Runaway Climate Challenge community climate change conference
- the Big Carbon Challenge competition.

### 5.4 **Work with schools**

The funding enabled the recruitment of an additional worker to the Earth Trust, who managed the Energy Busters scheme. During the eighteen month project the Energy Busters worked across fifty one schools in Oxfordshire, of which 16% were in the priority areas of Berinsfield, Blackbird Leys and Banbury.

5.5 Initial measurement with current cost meters demonstrated that greater energy savings (over 10%) were achieved if schools were visited over a three month period, with case studies produced to illustrate this work. During the project over 8,535 students were taught and over 2,000 adults (including teachers) were engaged in schools or at events. Energy use monitors were installed across 20 schools and the data from those can be demonstrated across all schools that received 3 visits. In addition the Energy Bus was taken to community events.

### 5.6 **Renewable energy**

This project took the largest proportion of the funding reduction. £10,000 of LAA1 reward grant funding was used to fund a 4kW solar photovoltaic (PV) installation on Barley Hill Primary school. The system was installed on a new build extension to the school that was completed in July 2010.

5.7 A part-time Sustainable Energy Officer took up her post at the County Council in 2010. She developed proposals to install 200kW of solar PV (photovoltaics) on the Council's non-school buildings (including libraries, fire stations) and to enable schools to take out Prudential loans to finance the installation of their solar PV systems. Business cases for both programmes were approved and the requested funds were made available for the solar programme. Due to the cut in FITs (Feed-in-Tariffs) announced by the government last year, the County Council put its plans for solar PV installations on hold. However a framework contract for solar PV that can be used by local authorities and schools is still available.

## 6 **Evaluation**

6.1 The Low Carbon Communities Programme has demonstrated measurable achievements, in insulating homes, reducing carbon emissions, and engaging schools and local communities. The grant funding has also supported new initiatives such as the Affordable Warmth Network, and enabled participating organisations to lever in funding.

- 6.2 It should be recognised that the grant funding has supported and enabled the delivery of various projects during a period of considerable change to current and future delivery, affecting home energy efficiency, renewable energy, and work with local communities and schools. Some implications for the future are covered in the report to this meeting on the Green Deal.
- 6.3 Our evaluation suggests that support for local community initiatives has helped to enable the transition to new models of delivery; for example Eynsham, whose work on thermal imaging is being presented to this meeting of the Partnership, was one of the communities which took part in the Big Carbon Challenge competition.
- 6.4 The 50% reduction in grant reduced in particular the amount of insulation measures and renewable energy projects installed, thus reducing the carbon emissions savings achieved; this was exacerbated by the cut to Feed In Tariffs (FITs).
- 6.5 The project leads worked to co-ordinate their work within the programme where possible but, partly due to the funding reduction and reduced resources, did not always succeed in doing this as much as they would have liked. Better co-ordination, for example in sharing and signposting resources when working in a particular area or locality would have improved the profile and local impact of the work. There is still more to be done in this area: the work in South Oxfordshire by climate change groups working in partnership with the local authorities to co-ordinate their work is welcome.

## **7 Looking to the future**

### **7.1 Working with communities**

The Low Carbon Hub, launched in December 2011, and the Community Action Groups are carrying forward the work initiated by Climate Exchange (ClimateX). Transition Eynsham has been invited to do a presentation to this partnership meeting about their thermal imaging project as an example of a successful project working outside Oxford, in partnership with the local authority, and to share their working model.

- 7.2 It has been difficult to measure the impact and economic benefits of community initiatives. Funding has recently been awarded by Adept (the Association of Directors of Environment and Transport) to the Community Action Groups network to pilot the use of a Community Impact Tool which can be used to measure the value of work by community groups in Oxfordshire; if successful this model could be rolled out across the country.

## **8 Recommendation**

- 8.1 The Environment and Waste Partnership is recommended to note this report.

Contact officer: Susie Ohlenschlager Tel. 01865 810148

**Appendix 1**

**Project Information**

<b>Project name/ Delivery organisation</b>	<b>LAA1 Grant Spent</b> (after 50% cut)	<b>Summary of key achievements</b>												
<b>Energy Incentive Grant</b>  United Sustainable Energy Agency (USEA)	£75,000 (capital)	<ul style="list-style-type: none"> <li>• 776 households insulated</li> <li>• 901 measures installed (584 lofts and 317 cavities)</li> <li>• 411 priority group households had insulation measures installed</li> <li>• Levered in £138,000 CERT funds through grant</li> <li>• 424.97 tonnes of carbon dioxide saved per annum</li> </ul>												
<b>Affordable Warmth Network</b>  USEA	£60,000 (revenue)	<ul style="list-style-type: none"> <li>• 338 households called and received help from the Affordable Warmth Helpline.</li> <li>• 639 referrals to the WarmFront scheme took place.</li> <li>• 1079 measures were installed by the WarmFront scheme (over half of which were boiler replacements at 654).</li> <li>• Advised 2,149 residents about affordable warmth (through advice line and face-to-face)</li> <li>• Attracted £154,700 CERT funds for priority measures</li> <li>• Trained 222 professionals and front-line staff</li> </ul> <table border="1" data-bbox="651 1021 1273 1227"> <thead> <tr> <th colspan="2">Priority group installations</th> </tr> </thead> <tbody> <tr> <td>Cherwell</td> <td>113</td> </tr> <tr> <td>Oxford</td> <td>20</td> </tr> <tr> <td>South Oxon</td> <td>86</td> </tr> <tr> <td>Vale</td> <td>103</td> </tr> <tr> <td>West Oxon</td> <td>79</td> </tr> </tbody> </table>	Priority group installations		Cherwell	113	Oxford	20	South Oxon	86	Vale	103	West Oxon	79
Priority group installations														
Cherwell	113													
Oxford	20													
South Oxon	86													
Vale	103													
West Oxon	79													
<b>Community development</b>  Climate Exchange Oxfordshire Rural Community Council (ORCC)	£36,000 (revenue)	<ul style="list-style-type: none"> <li>• Secured £5,000 sponsorship for Low Carbon Communities Competition</li> <li>• Engaged 6 communities in competition; Cropredy, Hailey, Shrivenham, East Hendred, Eynsham and Charlbury</li> <li>• Produced Climate Change Communities Handbook</li> <li>• Built capacity – helping transition to new models</li> </ul>												
<b>Working with Schools</b>  Earth Trust (formerly Northmoor Trust)	£41,000 (revenue)	<ul style="list-style-type: none"> <li>• Worked across 51 schools in Oxfordshire including in target areas Berinsfield, Blackbird Leys and Banbury</li> <li>• Taught over 8,535 students</li> <li>• Engaged over 2,000 adults in schools and at events</li> <li>• Installed energy use monitors at 20 schools</li> <li>• Demonstrated how school occupant behaviour change can lead to carbon and financial savings (Case study available)</li> </ul>												
<b>Renewable energy</b>  Oxfordshire County Council	£38,000 (includes £10,000 capital)	<ul style="list-style-type: none"> <li>• Contributed £10,000 to installation of PV panels on Barley Hill School</li> <li>• Developed framework contract for use by local authorities and schools</li> <li>• Provided renewable energy advice to schools and community groups.</li> </ul>												

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## Environment Partnership, 30 March 2012

### The Green Deal

#### **Introduction**

1. Later this year, the Government will launch the Green Deal, its flagship energy efficiency programme for buildings of all types. The emphasis will be on promoting the scheme to householders. It hopes that local authorities will support the scheme and has suggested it may require them to do so.
2. The scheme has the potential to deliver multiple benefits:
  - more energy efficient homes and buildings;
  - reduced fuel poverty;
  - local employment.
3. This paper summarises the details of the Green Deal; the implications for Oxfordshire and possible actions for members of the Partnership.

#### **Summary of the Green Deal**

4. The Green Deal is essentially a market framework which allows private companies to install energy saving measures in a building at no upfront cost to the owner.
5. The work is funded through a loan attached to the house and re-paid as part of the electricity bill from the savings made by the investment. Thus the repayments include the cost of the work and interest.
6. Overall the expected financial savings must be equal to or greater than the costs attached to the energy bill. This principle is called the Golden Rule designed to ensure that the overall bill initially stays the same or goes down.
7. Alongside the Green Deal, a new energy company obligation called ECO will provide funding for the fuel-poor and for measures, such as solid wall insulation, which do not meet the Golden Rule.
8. Nationally, £14bn of investment will be required over the next ten years from all sources. Local authorities and their pension funds can participate by investing in the Green Deal Finance Company. This is a non-profit partnership of interested companies co-ordinated by PwC.
9. The Green Deal is designed as a market framework. This means that it is quite loosely defined which is causing some uncertainty nationally and leading to a cautious response by some. Other authorities – such as Birmingham, Bristol, Nottingham, West Sussex and Warwickshire – are grasping the opportunity to secure energy savings and a financial return.

#### **Implementation risks in Oxfordshire**

10. From a market failure perspective, an initial analysis suggests that there are three main risks to a successful roll-out of the Green Deal across the county:
  - Oxfordshire fails to attract its 'fair' share of ECO funding to enable the fuel-poor to take advantage of the scheme – the equity issue.

- Take-up in Oxfordshire fails to achieve sufficient scale to deliver value-for-money and a significant carbon saving – the market start-up issue.
- Oxfordshire's economy fails to benefit because the jobs are captured outside the county – the jobs issue.

11. These risks can be mitigated by supporting local initiatives with a particular interest in supporting local SME supply chains and securing ECO funding for the fuel-poor in Oxfordshire. (Some 27,050 households or 10.5% of the total in 2009, according to DECC – Figure1.)

### **Green Deal activity in Oxfordshire**

12. The recently launched Low Carbon Hub is developing a community-based approach to promoting and delivering the Green Deal across the County. It has secured DECC funding for a pilot project to retrofit 200 Oxfordshire homes in 2012 in partnership with The Energy Saving Co-operative.
13. Oxford City Council has set up a Green Deal Working Group which is exploring an area-based approach to the Green Deal, as part of Low Carbon Oxford
14. United Sustainable Energy Agency (USEA, based in Witney) is developing proposals for a local authority owned Community Interest Company (CIC) which would become a Green Deal provider – the Big Green Deal CIC.
15. The CIC will act as a broker developing panels of approved assessors and installers and linking them to householders.
16. Local authorities will be able to participate as shareholders or as members. As shareholders, they will be able to take a (restricted) dividend from profits and also determine how the remaining profits will be used for community projects. The CIC's broker service will be free to residents and there is an option to ring-fence loan funds for residents.
17. Members will pay an annual subscription to support the growth of the installer network and the marketing of the scheme to their residents. They can also attend the AGM and bid into the community project fund. They do not receive a return on their contribution.
18. Local authorities will also have opportunity of becoming Green Deal Funders on a commercial basis; this does not require them to be shareholders or members.

### **Options for Oxfordshire local authorities**

19. The District and City Councils have housing responsibilities under HECA<sup>1</sup>. The County Council's role is to provide support where it can add value, such as its ability to work at a larger scale.
20. There are a range of possible responses for local authorities in Oxfordshire. Authorities could decide that:
1. the Green Deal is not a political priority and is best left to the market, or;

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<sup>1</sup> Home Energy Conservation Act 1995 which is being retained by the Government – particularly the reporting requirement.

2. the Green Deal is primarily an investment opportunity and respond by investing in the CIC proposed by USEA and/or in the Green Deal Finance Company, or;
  3. it is important to make the most of the potential benefits of the Green Deal for Oxfordshire residents by:
    - monitoring take-up and intervening as issues emerge;
    - supporting the supply-side through membership in the USEA CIC and/or working with the Low Carbon Hub and other community groups, or;
    - active participation as a Green Deal Provider (for example as a member of the CIC proposed by USEA) so as to maximise opportunities to secure local contracts, employment and funding, or;
    - stimulating demand by contracting with an appropriate Green Deal provider to promote and/or deliver the Green Deal.
21. Most of these actions can be taken by Councils individually. The last action - partnering with another Green Deal provider - would be most effective if taken by the county as a whole to deliver the advantage of scale but would probably be incompatible with investment in the USEA CIC.

### **Recommendations**

22. Members of the Partnership are asked to:

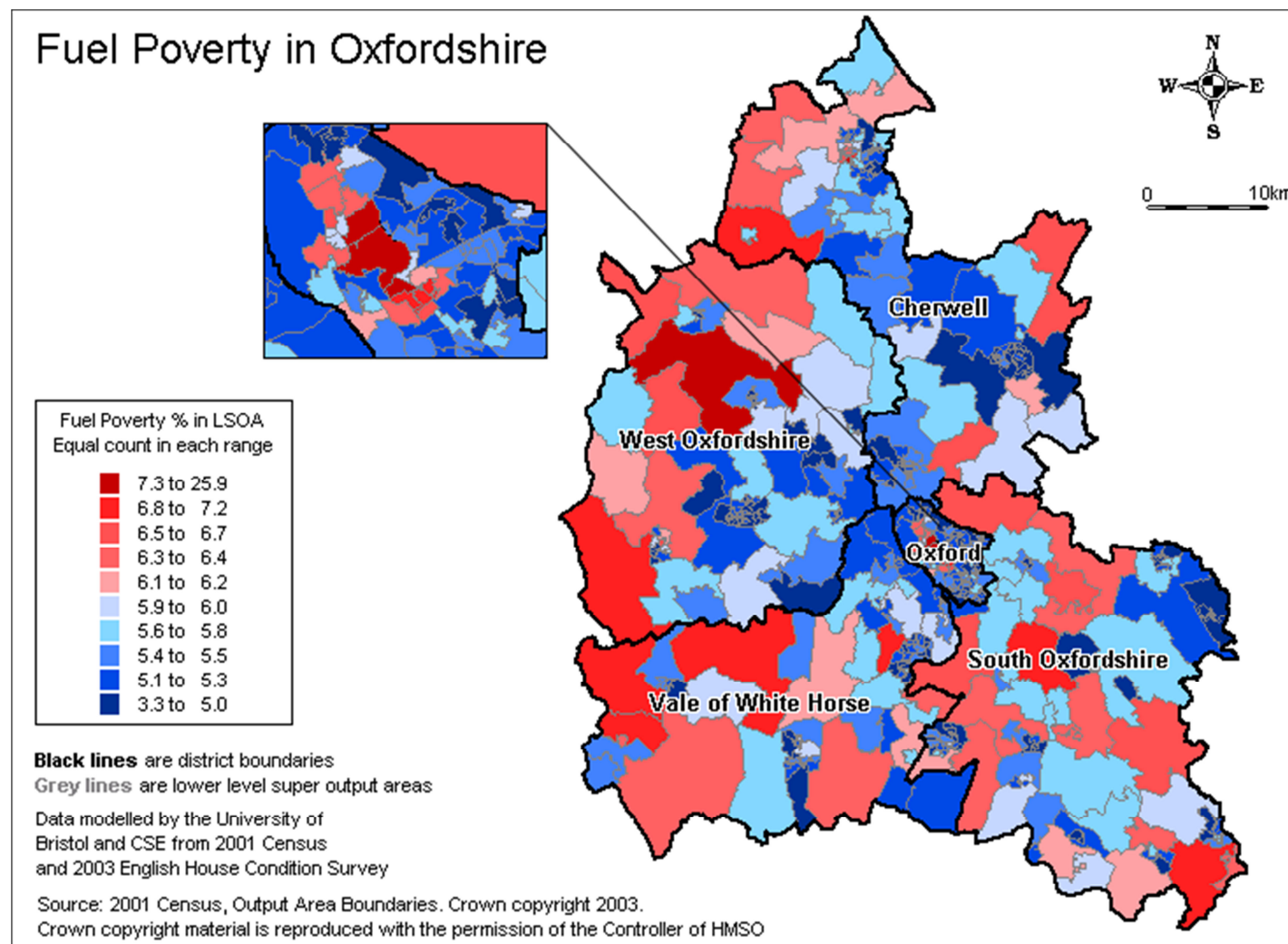
- i. Note the potential multiple benefits of the Green Deal and the investment opportunity it offers.
- ii. Consider whether the Partnership wishes to receive monitoring reports on the progress of the Green Deal in Oxfordshire.
- iii. Consider whether they wish to receive a more detailed report exploring the feasibility of collaboration between Councils to support the scheme.

Nick King

Carbon Programme Manager

Oxfordshire County Council

Figure 1 – Distribution of Fuel Poverty in Oxfordshire 2001



Note: LSOA stand for Lower super output level – an area with about 1,500 people living in it.

## Schools' Carbon Reduction Strategy and Support Services

### Purpose of Report

This report introduces OWEF to progress on the Schools' Carbon Reduction Strategy and support services.

### Background

The Schools' Carbon Reduction Strategy was adopted in November 2010 following consultation with schools, Schools Forum and other internal and external stakeholders.

The consultation clearly identified that whilst carbon reduction must be led by individual schools, through governors and leadership teams, schools required a joined up set of support services and a clear pathway to follow to enable them to target their work to best effect.

The Strategy therefore sets out the support that will be put in place to enable schools to measure, understand and take responsibility for reducing their carbon footprint

### Drivers for Schools and the Oxfordshire County Council

The Strategy was produced in response to the Carbon Reduction Commitment Energy Efficiency Scheme (CRC).

The CRC obligates Oxfordshire County Council to report on carbon emissions across their estate, including the energy usage of schools. This performance is published in a national league table, and an energy tax is payable per tonne of CO<sub>2</sub> emitted (presently £12/tonne).

Schools account for 57% of emissions under the CRC. Schools ability to reduce this liability therefore exerts a significant influence over Oxfordshire County Council's ability to alter its overall place in the CRC league table and the amount of energy tax it pays.

Alongside the CRC, there is a need to mitigate against the budget burden of rising energy prices. Electricity and gas prices are expected to rise by 47% and 45% respectively in the next 5 years as part of Council contracts.

The work contributes towards the Oxfordshire 2030 aim to reduce carbon emissions by 50% by 2050, and Oxfordshire County Council's Energy Strategy aspiration to keep energy costs as close to 2010/11 levels as possible.

### Overview of Strategy

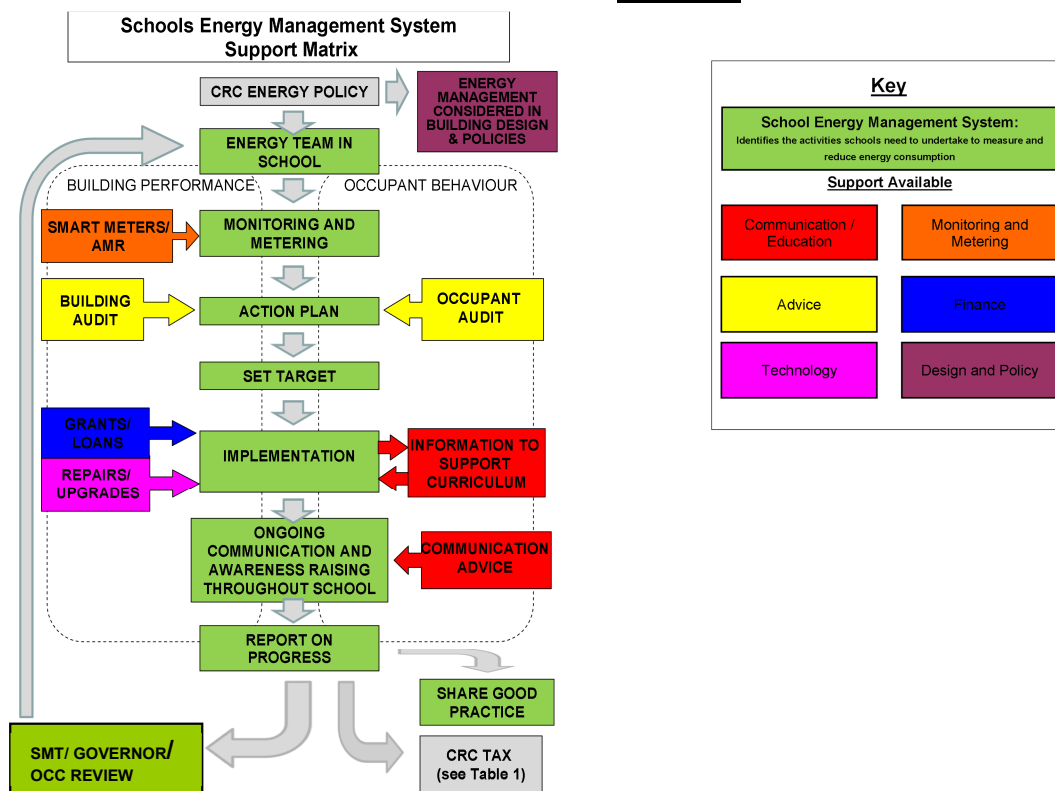
The Schools' Carbon Reduction Strategy identified 8 outcomes (Figure 1) that need to be delivered in order to ensure the overall aim of the Strategy (**Schools are able to measure, understand and take action to reduce their overall carbon footprint**) is met. Support services the Council needs to put in place to deliver those outcomes were also identified.

**Figure 1:**

	Outcomes
Finance / Advice	1. Schools identify carbon reduction as a priority in School Development Planning (SDP)
Monitoring and metering	2. Schools measure and understand their carbon footprint
Advice	3. Schools identify the actions they can take to reduce their carbon footprint and create a costed action plan with targets as part of their Schools Development Plan
Finance	4. Schools understand the business case for investment and are aware of available finance
Technology	5. Schools invest in and use low carbon technology effectively
Education	6. Schools use their own carbon footprint to integrate energy efficiency and climate change into the curriculum
Communication	7. Schools share best practice and knowledge, and achieve recognition for their success
Design/Policy	8. Carbon impacts are considered when introducing overarching policies affecting schools and in repair and maintenance / construction

The Strategy details a “roadmap” (Figure 2) for schools to follow in delivering year on year carbon savings, identifying the areas in which they can access support.

**Figure 2:**



## **Progress to date**

This section outlines progress against the schools carbon reduction strategy to date.

### **Finance**

- A mechanism for devolving the costs of the Energy Tax to individual schools, in line with their own energy usage, has been agreed.
- An assessment is taking place to ensure that the system of distributing this tax is equitable. The present mechanism is based on individual school's energy usage.
- Two rounds of training have been delivered to Governors giving an overview of the Schools Carbon Reduction Strategy and the benefits of implementing an energy management system.
- Schools have been able to access Salix and Prudential loans for investing in energy efficiency measures.
- Surveys have outlined the business case and return on investment for schools investing in energy efficiency.

### **Monitoring and Metering**

- All schools (bar a dozen sites on which technical issues are presently being resolved) now have Automatic Meter Reading devices installed on at least one of their gas or electricity meters. Around one third of sites have 100% of their energy supply covered by AMR.
- The AMR devices can be used both to help OCC report on its CRC obligations and as a tool to help schools monitor their energy usage.
- 11 training sessions have been run to date showing schools how to access and use their AMR data to manage their energy use and identify potential savings. User guides have been produced.

### **Advice**

- A fast-track programme of school energy surveys was undertaken in 2010/11. All 296 schools now have an energy survey, produced in the last 4 years, identifying opportunities for both investment in their building, and behavioural change, to reduce energy usage.
- Templates and advice for schools to produce energy policies, action plans and set up energy teams is provided on the schools section of the environment pages of the OCC website.
- EiE have offered support and advice to 10 secondary schools in 2010/11 on implementing an energy management system.

### **Education**

- A new education contract has been let to Groundwork Thames Valley to deliver energy education to Oxfordshire Schools until 2013. The team can provide workshops in schools on a variety of energy themes. Additionally Groundwork will be seeking to work with 20 schools in depth to support them in producing energy action plans and embedding energy reduction.

## **Considerations for the Future**

A review of the Schools Carbon Strategy is due in 2012. This will need to evaluate progress to date against the identified outcomes, as well as to review the Strategy in light of several wider changes taking place across coming years:

- A new Single Service Provider is being procured to deliver an integrated property management contract commencing in July 2012 for 10 years. This may bring new opportunities and approaches for supporting schools with energy management.
- It is expected that a large number of schools will progress transferring to Academy status. This may necessitate a new way of working to deliver energy efficiency.

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Environment Partnership

30 March 2012

District Council Presentation - Cherwell District Council

## Introduction

- 1 This paper highlights one of the recommendations presented in the Environmental Partnership's last meeting. The recommendations proposed in the last meeting were:
  - Proposal of member authorities to report yearly on their carbon emissions using the approach set out in the Department of Energy and Climate Change (DECC) Guidance document
  - Agreed target of at least 3% reduction in carbon emissions from own operations year on year from 2010/11 DECC guidance
  - Reporting weather corrected data for heating
  - Inviting local authorities to share good practise, support each other in making cost effective energy reductions, share tools and progress.

A more detailed account of Cherwell District Council's current activity is available in Appendix 1, and this report will aim to touch up key examples that contribute to the 3% reduction target.

- 2 Cherwell District Council has four strategic priorities:
  1. a cleaner and greener Cherwell;
  2. an accessible value for money Cherwell;
  3. a safe and healthy Cherwell;
  4. and a District of opportunity.

Our work to reduce emissions and cut costs clearly supports strategic priorities on cleaner and greener and on value for money. Cherwell uses a philosophy of 'spend to save' by converting capital assets into lower running costs and thus reduced emissions.

The UK has a Climate Change Act which seeks to reduce emissions from across all sectors. Whilst there are no targets for district councils that do not take part in the Carbon Reduction Commitment as Cherwell it is clear that rising energy costs will be a significant driver.

Both Renewable Heat Incentive and Feed In Tariff bring opportunities to further reduce running costs and generate income to offset against fuel costs. This is achieved through the implementation of renewable/low carbon technologies such as solar PV and biomass. Cherwell has also sought to provide leadership to both the business community and residents on the installation of renewables to show the opportunities available. The council is leading the work reducing energy consumption to its high energy consumers such as leisure centres, depots and HQ.

## Overview of activity in Cherwell District Council

- 3 Appendix 1 presents a more detailed account of activity related to saving money, energy, climate change and the environment in Cherwell District Council. Some of the council's

strongest examples include:

- a £1 m project on solar PV at six council properties
- Eco-refurbishment of Thorpe Lane depot
- Refurbishment of a listed building at corporate HQ
- North West Bicester Eco-Town development
- Introduction of Green Champions, a workplace travel plan and widespread communication of our low carbon plans.

### **External Activity**

- 4 North West Bicester being chosen as one of the country's first four eco town sites presented the perfect catalyst to tackle carbon emissions across the district. The council's 'Eco-Bicester – One Shared Vision' provides a holistic approach to Bicester and not just the new development. As such there has been a number of key developments such as the eco-demonstration building which acts as the hub for Bicester residents to learn about energy solutions. A new community hall built to PassivHaus (super-efficient) Standard and a zero carbon sixth form at Cooper School.

A recent notable success was securing £58k from the Government to run energy workshops in Highfield, Bicester to help residents reduce energy bills. This project worked with a community action group, Oxford Brookes University and a sustainable charity BioRegional.

- 5 Across the wider district, Cherwell District Council continues to offer subsidies to Cherwell residents on loft and cavity wall insulation (£99 / £49). Over the last two years, the district has also offered an energy efficiency loan scheme offering the use of a Thermal Image camera and/or electricity energy monitors.

In addition, Environmental Services takes a staffed exhibition to approximately twenty events through out the year including presentations in Cherwell schools. Recent 'customer satisfaction' survey information provides first hand feedback from residents highlighting the importance of all environmental issues.

With our current Environmental Strategy coming to an end, Cherwell District Council is developing a new strategy learning from and continuing the successes from the previous strategy.

### **Internal Activity**

- 6 Cherwell District Council took part in the Carbon Trust's Carbon Management programme developing a carbon management action plan. This plan consists of over 30 projects to be implemented over five years from 2010 with annual carbon targets to reach. The 2011/12 financial year will be CDC's third year in the plan. There is a network of key officers from each department tasked to deliver these projects.

CDC has developed an Energy Policy which has been integrated through the departments along with an Energy Saving Guide for Employees. A successful Green Champions network has also been developed to encourage behavioural change amongst colleagues.

The Government's Feed-in-Tariff and Renewable Heat Incentive schemes presented financial opportunities for investment in renewable and low carbon technologies across Cherwell buildings. On average presenting between 6 – 10 % return on investment.

CDC's environmental efforts were rewarded with a Green Apple award from the Green Organisation for the eco-refurbishment of the Thorpe Lane depot. The circa £1.2 m refurbishment followed the energy hierarchy from reducing energy, using energy efficiently through to producing energy.

### **Future Activity**

- 7 Cherwell District Council will plan to take advantage of the Green Deal which is set to be launched towards the back end of 2012. CDC is working closely with United Sustainable Energy Agency to make the most of the proposed scheme.

There are plans for further deployment of low carbon technologies with Bicester Ploughley Sport centre being an option for a biomass boiler. An extension of this will be the reassessment of leisure centres to identify further opportunities for energy reduction.

Green Champions training session to further develop the environmental awareness of the Council's Green Champions.

### **Contact Officer**

- 8 Author : Chiko Wade (CDC)                      Tel: 01295 22 1964  
Email: [chiko.wade@cherwell-dc.gov.uk](mailto:chiko.wade@cherwell-dc.gov.uk)

## 1. Cherwell District Council context

Cherwell District Council recognises the importance of improving performance as a local authority both in terms of cutting costs to the public purse and reducing CO<sub>2</sub> emissions. The District has a long term vision to be Carbon neutral by 2030 as set out in our Sustainable Communities Strategy and agreed by the Local Strategic Partnership.

### a) **Current Performance and Ambition**

Below is a summary of CDC's 2010 Green House Gas report

GHG emissions for period 1 April 2010 to 31 March 2011			
	Tonnes of tCO <sub>2</sub> e		
	2010	Base Year 2009	2010 % variance from 2009
Scope 1	2,541	2,699	-5.8%
Scope 2	2,505	2,500	0.2%
Scope 3	895	965	-7.2%
<b>Total Gross Emissions</b>	<b>5,941</b>	<b>6,163</b>	<b>-3.6%</b>
<b>Carbon offsets (renewables)</b>	<b>3</b>	<b>0</b>	
<b>Green tariff</b>	<b>593</b>	<b>691</b>	
<b>Total annual net emissions</b>	<b>5,345</b>	<b>5,472</b>	<b>-2.3%</b>

### b) **Policy framework**

- Cherwell District Council is currently drafting a New Environmental Strategy 2012 - 2014 which will feature energy and climate change.
- Eco-Bicester: one of the first 4 eco-towns in England – including a nationally significant travel behaviour campaign to increase the use of non-car modes of transport, and proposals for a major employment centre for green construction.

## 2. External Activity

Cherwell has worked to engage our residents and business community throughout the past year. Cherwell Link is the quarterly newsletter delivered across the District, which has featured articles on actions that residents can take to cut costs. In parallel we use our website to signpost to other external specialists such as the Energy Saving Trust and Affordable Warmth helpline. Environmental Services takes a staffed exhibition to approximately twenty events throughout the year. On average each road show engages seventy residents and we offer free lightbulbs, shower timers and saver flushes. Our calculations show that if giveaways are installed then savings amount to £7000 in cash savings, 400,000 litres of water and 21tCO<sub>2</sub>e.

### a) **Energy efficiency loan scheme**

Cherwell District Council strives to support the residents of Cherwell through a number of networks and initiatives such as annual meetings with Parish councils and community action groups. CDC operate a popular energy loan scheme;

- Electricity monitors – The council has 10 electricity monitors that are available to the public.
- Thermal Imaging camera has been fully booked out this heating season being loaned out to 8 different groups. For two years running the camera has been reserved for Bicester residents to contribute to the ethos of Eco-Bicester.

**b) Local Energy Assessment Fund (LEAF) Project**

CDC successfully secured £58k from the Government to implement a community action group programme in Highfield, Bicester. The partners included community action group, *Grassroots Bicester*, *BioRegional Development Group* and *Oxford Brookes University*. The project set to deliver energy efficiency workshops over five weeks to 500-1000 Highfield residents with key deliverables being;

- Mapping of carbon reduction opportunities in the Highfield neighbourhood
- A canvassing campaign
- Eight engagement workshops
- Capacity building and comprehensive training for Grassroots Bicester members
- Dissemination events to support replication across all of Bicester and wider areas

**c) Eco-Bicester**

On EcoBicester a sustained amount of work has taken place in the town to engage and enthuse residents including communicating the 'Eco Bicester One Shared Vision'. EcoBicester is the first eco town to gain planning consent. The eco-demonstration house has received over 1500 visits since May 2011. The creation of a zero carbon sixth form at The Cooper School means that students no longer have to travel away from Bicester for their education and the low carbon John Paul II centre was formally opened by Princess Anne in November 2011.

**d) Cocoon Insulation Scheme**

CDC work with United Sustainable Energy Agency to provide subsidised loft and cavity wall insulation to Cherwell residents.

**e) Bicester Reuse and Sustainable Living Centre**

The development of a multifunctional site to take in donations, resell products, provide training and raise awareness on sustainable living.

**3. Internal Activity**

**a) Carbon Management Plan**

Cherwell District Council has carbon management targets incorporated in a five year carbon action plan. Cherwell District Council aims to reduce its carbon emissions by 22% from 2009/10 emissions levels by March 2015. The scope includes sub-contracted fleet/vehicles and all buildings including externally managed buildings. To date, Cherwell District Council has hit its carbon targets which simultaneously contribute to the DECC reporting requirements as well as the 3% annual reduction target shared by district authorities.

**b) Eco-refurbishment**

- Two large refurbishment projects have taken place over the past year. At Thorpe Lane Depot a whole site approach has seen greater efficiencies

made by updating building and facilities. Increased natural daylight has been achieved through roof lights, change to open plan offices and installation of sun pipes. Insulated roof panels, filling roof voids and cavity walls, and upgrades windows will ensure greater energy efficiency. Energy efficient lighting has been installed throughout the site. The depot refurbishment was recognised by the Green Organisation winning a Green Apple award for best energy and environmental practice.

- At Bodicote Old House, a Grade II listed building, is currently being refurbished to increase energy efficiency. This will feature increased insulation and low energy lighting.

#### **c) Generation of own energy**

- At Thorpe Lane Depot heating is provided by a 40kW woodchip boiler and electricity is provided by two solar PV systems with a combined capacity of 98kWp. This provides an estimated 40% of electricity used on site. Gas consumption will be reduced by 16%, this is a combined carbon reduction of over 36 tCO<sub>2</sub> at the depot per annum.
- A £1m Solar PV project looking to place solar systems on council owned buildings including depots, headquarters and leisure centres. This project has an average return on investment of 6.7% and will reduce carbon emissions by over 200 tonnes per annum.
- At Bodicote Old House space heating will be provided by two wood pellet boilers reducing gas consumption by up to 45% saving 40 tCO<sub>2</sub> per annum.

#### **d) Behaviour Change**

Staff are central to our objectives of reducing energy use and CO<sub>2</sub> emissions. We have set up a Green Champions network and used campaigning weeks such as Green Office Week to focus activities. Green issues appear frequently through communications and we have a dedicated section on our intranet called 'Think Green' as a resource for staff. We have also established an Energy Policy, an Energy Saving guide for employees and a workplace travel plan.

The above projects and others have realised a direct (and indirect) combined saving of approximately £122,000 and a combined carbon reduction of around 300 tCO<sub>2</sub>e. As of December 2011, this is approximately an 8% reduction in emissions against the 2009/10 baseline emissions.

## OXFORDSHIRE WASTE PARTNERSHIP JOINT COMMITTEE (MEETING WITH THE OXFORDSHIRE ENVIRONMENT PARTNERSHIP)

**MINUTES** of the meeting held on Friday, 20 January 2012 commencing at 9.30 am and finishing at 12 noon

**Present:**

**Voting Members:** Councillor Lorraine Lindsay-Gale – in the Chair  
Councillor David Dodds  
Councillor David Harvey  
Councillor James Macnamara  
Councillor Reg Waite  
Cllr Mark Lygo (In place of Councillor John Tanner)

**Officers:**

Whole of meeting Andrew Pau, Rachel Burns and Julie Dean – Oxfordshire County Council;  
Wayne Lewis and Paul Mocroft – Oxfordshire Waste Partnership;  
Trevor Askew and Ralph Young – West Oxfordshire District Council;  
Ed Potter – Cherwell District Council;  
Matt Prosser – South Oxfordshire and Vale of White Horse District Councils;  
John Copley – Oxford City Council;  
Joanne Wines – Environment Agency

Part of meeting Susie Ohlenschlager and Nick King – Oxfordshire County Council;  
Linda Watson – Oxfordshire Rural Community Council

*The Committee considered the matters, reports and recommendations contained or referred to in the agenda for the meeting, and decided as set out below. Except insofar as otherwise specified, the reasons for the decisions are contained in the agenda and reports, copies of which are attached to the signed Minutes.*

Prior to the start of the meeting the Chairman paid tribute to the late Councillor Roger Belson, a former member of the Partnerships. Members stood for one minute's silence in his memory.

**SECTION 1 - OXFORDSHIRE ENVIRONMENT PARTNERSHIP MATTERS**

**1/12 APOLOGIES FOR ABSENCE AND NOTIFICATION OF DEPUTY MEMBERS**

(Agenda No. 1)

Councillor Mark Lygo substituted for Councillor John Tanner and Jo Wines for Lee Horrocks (Environment Agency).

**2/12 DECLARATION OF INTEREST - SEE GUIDANCE NOTE**

(Agenda No. 2)

Councillor David Harvey declared a personal interest in Agenda Item 6, Oxfordshire 2030 Targets (paragraph 14) on account of his position as a board member of USEA (United Sustainable Energy Agency).

Councillor James McNamara declared a personal interest in joint Agenda Item 8 – Waste Development Framework – on account of his membership of the Board of Oxfordshire’s St. John’s Ambulance service, part of whose voluntary duty is to collect and deliver clinical waste.

**3/12 MINUTES**

(Agenda No. 3)

The Minutes of the 28 October 2011 meeting of the Environment Partnership were approved (Minute Numbers 59/11 to 62/11 inclusive).

**4/12 ORCC COMMUNITY BULK BUYING SCHEME AND TOE2 WOOD FUEL PROJECTS**

(Agenda No. 4)

Linda Watson, Chief Executive, Oxfordshire Rural Community Council (ORCC) gave a presentation updating the Partnerships on their Community Bulk Buying scheme and the TOE2 Wood Fuel projects.

Mrs Watson was congratulated for ORCC’s work relating to the TOE2 Wood Fuel project and was offered help and support from West Oxfordshire District Council (WODC). Councillor Harvey pointed out the scarcity of biomass boilers within the County, a vital ingredient of the project, adding that WODC, when giving grants to schools, youth centres etc, were encouraging their use.

Linda Watson was thanked for her presentation.

## **5/12 ARRANGEMENTS FOR REPORTING GREENHOUSE GAS EMISSIONS AND PROGRESS ON ENERGY/CARBON REDUCTION AND CLIMATE CHANGE ADAPTATION WORK**

(Agenda No. 5)

The Environment Partnership had before them a report (EP5) which recommended a form of reporting to Partnership members on energy/carbon reduction and climate change adaptation work within each organisation, in order to support the work and to share good practice.

The Environment Partnership **AGREED** the proposed process for reporting progress in reducing Greenhouse Gas emissions and for sharing practice, as set out in paragraphs 4 – 7 of the report.

## **6/12 OXFORDSHIRE 2030 TARGETS**

(Agenda No. 6)

The Environment had before them a report (EP6) which gave an update on the current situation with regard to the Oxfordshire 2030 targets, and which proposed some amendments prior to the submission of a report to the Oxfordshire Partnership in the Spring 2012.

The Environment Partnership **AGREED** to note the activities outlined in the report, and to agree the additions and/or amendments as proposed in paragraphs 3,4,6,11 and 17; together with the following additions which were agreed at the meeting:

- Priority 1 (paragraph 3)– progress on the target relating to Suds (Sustainable Urban Drainage Systems) be also reported to a future meeting of the Environment Partnership;
- Priority 4 (paragraph 19) – to support, in principle, the Trust for Oxfordshire’s Environment’s £300k TOE Community Woodfuels project which aims to help develop the woodfuel market in Oxfordshire via community education and potentially woodfuel cooperatives which will provide the stimulus for increased woodland management;
- Priority 4 (paragraph 18) – to report to a future meeting of the Partnership on the Natural Environment White Paper and to circulate to Partnership members further information with regard to the Nature Improvement Areas (NIAs) bids which were based on Oxfordshire’s Conservation Target Areas – focused on the Upper Thames Tributaries and Chilterns Chalk Scarps.

## **7/12 PETITIONS AND ADDRESSES**

(Agenda No. 7)

There were no requests to make an address or to submit a petition.

## **8/12 WASTE DEVELOPMENT FRAMEWORK**

(Agenda No. 8)

Peter Day, Minerals & Waste Policy Team Leader, Oxfordshire County Council gave a presentation updating the Partnership on the development of the Waste Core Strategy document. At the close of the presentation, a question and answer session was held.

In response to a question about the quantity of waste being imported into the County, Mr Day responded that 2 – 300k tonnes per annum was currently being imported from the London area, together with 450k tonnes from elsewhere in the Country. He pointed out that the Plan made provisions for a reduction of the London intake at the rate of approximately 50k per annum with the aim of eliminating it by 2021.

Councillor David Dodds expressed the view that the 30 mile round trip to the Household Waste Recycling Centre, Redbridge, was ‘unreasonable’ for some of his residents living in the South Oxfordshire area.

Councillor David Harvey expressed his disappointment that the presentation had not focussed on the future plans for mineral/gravel extraction. He added his grave concerns that West Oxfordshire would be providing most of the gravel/mineral extraction for the County and that this would have a disadvantageous impact on the environment. He urged, therefore, that a good deal of thought be put into landscaping should this occur and asked for assurance that the residents of West Oxfordshire would be informed of the consultation proposals. Mr Day reassured him that public consultation would take place on the draft Waste/Minerals Strategy, adding that full and detailed consideration would be given to all representations received from local residents and businesses as well as from statutory consultees.

Councillor James MacNamara expressed the hope that there would be some ‘joined up thinking’ between Planning and Waste policies to ensure that recycled waste was being used and to enable local access points for its disposal, particularly the disposal of small quantities of hazardous waste. Mr Day responded by emphasising the need for the County Council Planning officers to work closely with their District Council colleagues. Mr Pau endorsed this, adding that the role of the Development Framework was to set out a broad strategy only.

Peter Day was thanked for his presentation.

## **9/12 OXFORDSHIRE GREEN SCHOOLS PROGRAMME**

(Agenda No. 9)

Richard Pollard of Groundwork Thames Valley gave a presentation updating the Partnerships on the Oxfordshire Green Schools Programme.

He undertook to circulate the names of the eight school ‘hubs’ to all members of the Partnerships.

Richard Pollard was thanked for his presentation.

**10/12 EP/OWP FORWARD PLANS**

(Agenda No. 10)

The Partnership Agreed a set of Forward Plans for both Partnerships, as set out at EP/OWP10.

**11/12 ROLE OF HOST AUTHORITY AND DATES OF FUTURE MEETINGS**

(Agenda No. 11)

The Partnerships were asked to note that the hand-over of the role of OWP Host Authority and Chair of the Environment Partnership to South Oxfordshire District Council would take place with effect from the June 2012 meeting (OWP11) They were also asked to agree the meeting dates for 2012/13 and 2013/14 as follows:

22 June 2012  
26 October 2012  
18 January 2013  
29 March 2013  
21 June 2013

The Partnerships noted and **AGREED** the arrangements for the next two years, with the exception that the meeting date proposed for 29 March 2013 be amended to 22 March 2013.

**12/12 APOLOGIES FOR ABSENCE AND NOTIFICATION OF DEPUTY MEMBERS**

(Agenda No. 12)

As at Agenda Item 1.

**13/12 DECLARATIONS OF INTEREST - SEE GUIDANCE NOTE**

(Agenda No. 13)

As at Agenda Item 2.

**14/12 MINUTES**

(Agenda No. 14)

The Minutes of the meeting held on 28 October (Minutes 64/11 – 74/11 inclusive) were approved and signed.

Matters Arising

Minute 73/11 – Financial Incentives for Weekly Bin Collections - Responses from Bob Neil MP and Nicola Blackwood MP were circulated. It was decided to request the officers to respond to accord with the vein of the discussion at this meeting, once the details of the incentives had been published.

Minute 74/11 – External Audit Findings – 2010/11 – a letter from the Chairman to External Audit, requesting further clarification and challenging the qualification, was circulated for information.

**15/12 CONSULTATION ON REFRESHING THE OXFORDSHIRE JOINT MUNICIPAL WASTE MANAGEMENT STRATEGY - FIVE YEAR REVIEW**

(Agenda No. 15)

The Waste Partnership had before them a draft refresh of the Oxfordshire Joint Municipal Waste Management Strategy for public consultation (OWP15).

Wayne Lewis reported that the Oxfordshire Chief Executives Group had requested that the Partnership defer approval of the draft consultation document to allow further negotiation around the level of the recycling and composting targets. The District Council members each concurred with this request.

Paul Mcroft undertook to send out a press release to publicise the excellent performance statistics for recycling waste around the county.

It was **AGREED** to note the Oxfordshire Joint Municipal Waste Management Strategy document and draft action plan and to approve its content and strategic delivery aspects in principle, subject to further negotiation around the level of the recycling and composting targets; and that it be brought back to a future meeting of the Partnership.

**16/12 COMMERCIAL FOOD WASTE COLLECTION - PILOT PROJECT**

(Agenda No. 16)

The Partnership considered a report (OWP16) which sought approval to the entry into a funding agreement with Remade South East for the delivery of a pilot food waste recycling collection service for small and medium enterprises in Oxford.

It was **AGREED** that the Partnership should enter into the funding agreement with Remade South East and Oxfordshire County Council (acting as the Oxfordshire Waste Partnership host authority) should sign the agreement on behalf of the Waste Partnership; and that the Waste Partnership be kept informed of progress.

**17/12 FINANCIAL ARRANGEMENTS - UPDATE**

(Agenda No. 17)

The Waste Partnership had before them a report which provided an update on financial arrangements to date (OWP17).

## OWP

The Oxfordshire Waste Partnership noted the financial arrangements payments, as set out in Appendix 1 and the forecast year end adjustment figures, as set out in Appendix 2.

### **18/12 PERFORMANCE MONITORING - THIRD QUARTER 2011/12**

(Agenda No. 18)

The Waste Partnership had before them the quarterly update on performance (OWP18).

West Oxfordshire District Council reported that they were experiencing a significant reduction in fly tipping as a consequence of a marked rise in successful prosecutions. Paul Mcroft further reported that good relationships were being established with private landowners in an endeavour to crack down on this problem. Jo Wines pointed out also that the Environment Agency were working with the Government on an initiative to tackle metal thefts in the south east area.

Matt Prosser reported that South and Vale District Councils were still in negotiation with DEFRA to reopen the waste data flow statistics for 2011/12 with regard to the reported reject rate of dry recyclables, adding that Vale and South were leading the national recycling tables.

The Oxfordshire Waste Partnership **AGREED** to note the report and to request that an update on NIF funded projects be submitted for consideration at the next meeting.

### **19/12 WASTE TREATMENT PROJECT - UPDATE**

(Agenda No. 19)

The Waste Partnership had before them a report (OWP19) which gave an update on the progress of the Residual Waste Treatment Procurement project and the related bulking and haulage procurement.

Andrew Pau offered to organise for members of the Partnership to visit an Energy from Waste facility.

Partnership members put forward the following concerns:

- that close consideration be given to the routing arrangements around the site. Andrew Pau commented that routing agreements were already in place as part of the planning permission and that CCTV cameras had been installed and were monitoring the entry and exit routes. Councillor Macnamara asked for Parish Councils to be kept informed of arrangements;
- the potential added costs to councils and Oxfordshire taxpayers of bulking arrangements. Historically both bulking and waste facilities had been available on the existing district council depot sites;

OWP

- the cost of staffing and could it be avoided? Andrew Pau responded that the competitive procurement process for the bulking and haulage contract could not be short-circuited, however OCC were encouraging good, value for money proposals and the project team was made up of internal staff with good district council representation.

It was **AGREED** to:

- (a) note and support the progress made on the residual waste treatment project;
- (b) support the procurement of a bulking and haulage contract for the efficient delivery of waste to the Ardley EfW facility; and
- (c) make a visit to an energy from waste facility, subject to prior commitments.

..... in the Chair

Date of signing ..... 2012

## OXFORDSHIRE WASTE PARTNERSHIP JOINT COMMITTEE

30th March 2012

### Financial Arrangements update

#### 1 Purpose of Report

- 1.1 To provide an update on financial arrangements payments for the year to date and to set out an estimated value for the year-end adjustment to payments. The report also provides a brief update on work to review the targets within the agreement.

#### 2 Background

- 2.1 The OWP financial arrangements include the payment of a recycling credit for every tonne recycled & composted, plus an incentive or penalty payment set at 50% of the recycling credit value for each tonne of residual waste below or above a set allowance. Payments for 2011/12 are £43.07 per tonne and £21.54 per tonne respectively. Financial arrangement payments to district councils from April 2011 to December 2011 are set out in appendix 1.
- 2.2 The landfill diversion rate required to meet the 2011/12 Joint Municipal Waste Management Strategy target is 42%. This is translated into a tonnage based residual waste allowance for each district council by estimating total waste arisings for 2011/12 and dividing this up between districts, based on the number of households in each. This gives each district council the same landfill allowance per household (which for 2011/12 was set at 0.50 tonnes per household).
- 2.3 Because the landfill allowance is set using a forecast of annual waste arisings there is a requirement for a year end adjustment of payments to account for any difference between the forecast and actual total waste arisings for the year. Appendix 2 sets out the forecast year-end adjustment, based on the latest available waste tonnages.
- 2.4 From appendix 2 it can be seen that the forecast amount of waste for this year is now slightly lower than the forecast on which 2011/12 allowances were originally set. This means that district council residual waste allowances reduce by a commensurate amount. The revised tonnage forecast is currently 0.12% lower than the original, meaning that only a slight year end adjustment of payments will be needed. It seems that the recent trend of sharply declining overall waste tonnages has slowed this year, with this year's annual total expected to be very similar to the previous year's total waste tonnage.

#### 3 Financial, Risk and Staff Implications

- 3.1 The financial impact for each Partner Council for the first nine months of this year is set out in appendix 1. Total payments of £759,666 have been credited so far, with each district council receiving income through the scheme. Payments for the equivalent period last year (April – December 2010) were £591,522. Some of this difference (approx. £17,850) is due to the higher unit payment rate this year, but the remainder is due to reduced district council residual waste tonnages.
- 3.2 Due to slightly lower overall waste arisings so far this year, it is likely that a lower tonnage will need to be diverted in order to meet the 2011/12 target of 42% diversion from landfill. This means that district councils' residual waste allowances under the financial

## OXFORDSHIRE WASTE PARTNERSHIP JOINT COMMITTEE

arrangements also reduce accordingly. A lower residual waste allowance will result in lower bonuses and increased penalty payments compared to the original forecast. The variance between current actual tonnages and the original forecast is currently 0.12%. The estimated financial impact is set out in appendix 2 and is at present lower than adjustments made in previous years.

### **4 Areas Affected**

4.1 All Partner Authorities are affected by the matters within this report.

### **5 Effect on Strategic Policies**

5.1 The Financial Arrangements Agreement forms part of the OWP Constitution. The arrangements have been designed to help meet many of the policies within the Joint Municipal Waste Management Strategy that relate to waste reduction, increased recycling & composting and landfill diversion. The new arrangements specifically support policy 14, which states that “The Oxfordshire Waste Partnership will develop methods of working together to improve the level of service through effective and efficient use of resources within Oxfordshire”.

5.2 The recycling and composting targets within policy 6 of the JMWMS also form the landfill diversion allowances within the Financial Arrangements Agreement. A 5-year review of the JMWMS is currently being undertaken, which has led to discussion on the setting of higher recycling & composting targets. The financial impact on Partner Councils of new targets is being evaluated and a number of options on how the current payments model might be changed are being developed. These options seek to reflect current performance and future ambition with regards to recycling and composting performance. They also seek to ensure that the arrangements continue to incentivise good performance and remain affordable to all. It is anticipated that a short list of preferred options will be developed with the involvement of Directors and the Oxfordshire Treasurers Association and brought before the OWP in due course.

### **6 Options or Alternatives**

6.1 N/a

### **7 Recommendations**

7.1 That the financial arrangements payments set out in appendix 1 and the forecast year end adjustment figures set out in appendix 2 are noted.

### **8 Reasons for Recommendations**

8.1 To develop the best overall waste management outcomes for Oxfordshire taxpayers and to develop incentivisation arrangements that help achieve this.

### **9 Contact Officer**

9.1 Author: Wayne Lewis Tel: 01295 221903

**OXFORDSHIRE WASTE PARTNERSHIP JOINT COMMITTEE**

Email: Wayne.lewis@cherwell-dc.gov.uk

Background Papers:

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Appendix 1 Financial Arrangements payments 2011/12

Monthly Weighting (average contribution to annual residual waste total)

	April	May	June	July	August	September	October	November	December	January	February	March
Average	8.62%	9.02%	9.22%	8.99%	8.60%	8.76%	8.31%	7.78%	7.24%	8.14%	7.02%	8.30%

Monthly performance tracker

			By month												
			April	May	June	July	August	September	October	November	December	January	February	March	Total
<b>Cherwell</b>	<b>2011-12</b>														
	Residual waste	Target	2,545.56	2,665.49	2,723.20	2,656.92	2,542.01	2,588.74	2,454.23	2,299.56	2,139.85	2,405.25	2,074.90	2,451.87	
		Actual	1,989.90	1,936.59	1,992.53	1,933.85	2,031.14	2,053.63	1,799.70	2,037.12	2,019.10	-	-	-	
		Variance	555.66	728.90	730.67	723.07	510.87	535.10	654.53	262.44	120.75	-	-	-	
Reward/penalty per tonne	£ 21.54	£ 11,969	£ 15,700	£ 15,739	£ 15,575	£ 11,004	£ 11,526	£ 14,099	£ 5,653	£ 2,601	-	-	-	£ 103,866	
<b>Oxford City</b>	<b>2011-12</b>														
	Residual waste	Target	2,518.47	2,637.12	2,694.21	2,628.64	2,514.95	2,561.18	2,428.10	2,275.08	2,117.07	2,379.64	2,052.81	2,425.77	
		Actual	1,939.97	2,001.39	2,114.16	2,048.55	2,072.77	2,073.71	1,870.25	1,987.08	2,073.32	-	-	-	
		Variance	578.50	635.72	580.06	580.09	442.18	487.47	557.85	288.00	43.75	-	-	-	
Reward/penalty per tonne	£ 21.54	£ 12,461	£ 13,693	£ 12,494	£ 12,495	£ 9,524	£ 10,500	£ 12,016	£ 6,204	£ 942	-	-	-	£ 90,331	
<b>South Oxfordshire</b>	<b>2011-12</b>														
	Residual waste	Target	2,442.73	2,557.81	2,613.19	2,549.59	2,439.32	2,484.16	2,355.08	2,206.67	2,053.41	2,308.08	1,991.07	2,352.82	
		Actual	1,327.48	1,180.06	1,153.03	1,217.92	1,369.64	1,474.99	1,157.12	1,175.62	1,118.65	-	-	-	
		Variance	1,115.25	1,377.75	1,460.16	1,331.67	1,069.68	1,009.16	1,197.96	1,031.05	934.76	-	-	-	
Reward/penalty per tonne	£ 21.54	£ 24,022	£ 29,677	£ 31,452	£ 28,684	£ 23,041	£ 21,737	£ 25,804	£ 22,209	£ 20,135	-	-	-	£ 226,761	
<b>Vale of White Horse</b>	<b>2011-12</b>														
	Residual waste	Target	2,194.67	2,298.07	2,347.82	2,290.68	2,191.61	2,231.89	2,115.93	1,982.58	1,844.89	2,073.70	1,788.88	2,113.89	
		Actual	895.72	985.57	1,140.67	1,015.28	939.35	974.72	1,030.46	1,042.84	1,031.49	-	-	-	
		Variance	1,298.95	1,312.50	1,207.15	1,275.40	1,252.26	1,257.18	1,085.47	939.74	813.40	-	-	-	
Reward/penalty per tonne	£ 21.54	£ 27,979	£ 28,271	£ 26,002	£ 27,472	£ 26,974	£ 27,080	£ 23,381	£ 20,242	£ 17,521	-	-	-	£ 224,922	
<b>West Oxfordshire</b>	<b>2011-12</b>														
	Residual waste	Target	1,969.98	2,062.79	2,107.45	2,056.16	1,967.23	2,003.39	1,899.30	1,779.61	1,656.01	1,861.39	1,605.74	1,897.47	
		Actual	1,296.11	1,255.09	1,367.24	1,263.22	1,310.90	1,445.24	1,286.16	1,364.85	1,367.44	-	-	-	
		Variance	673.88	807.70	740.22	792.94	656.33	558.15	613.13	414.75	288.57	-	-	-	
Reward/penalty per tonne	£ 21.54	£ 14,515	£ 17,398	£ 15,944	£ 17,080	£ 14,137	£ 12,023	£ 13,207	£ 8,934	£ 6,216	-	-	-	£ 119,454	
<b>Totals for All WCAs</b>	<b>2011-12</b>														
	Residual waste	Target	11,671.42	12,216.85	12,481.34	12,177.57	11,650.88	11,865.05	11,248.55	10,537.56	9,805.70	11,021.85	9,508.04	11,235.48	
		Actual	7,449.18	7,358.72	7,767.62	7,478.83	7,723.80	8,022.29	7,143.69	7,607.51	7,835.59	-	-	-	
		Variance	4,222.24	4,858.14	4,713.72	4,698.74	3,927.08	3,842.76	4,104.86	2,930.05	1,970.11	-	-	-	
Reward/penalty per tonne	£ 21.54	£ 90,947	£ 104,644	£ 101,534	£ 101,211	£ 84,589	£ 82,773	£ 88,419	£ 63,113	£ 42,436	-	-	-	£ 759,666	

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**Appendix 2 Financial Arrangements Residual Waste Allowances**

**Number of Households**

	2011-12
Cherwell	58,617
Oxford City	57,993
South Oxfordshire	56,249
Vale of White Horse	50,537
West Oxfordshire	45,363
County Total	268,759

**ORIGINAL Residual Waste Allowances**

	2011/12
Diversion Rate Target	42.0%
Forecast Overall Arisings	278,105
Diversion Required	116,804
Maximum Residual Waste	161,301
OCC Allowance %	16.00%
OCC Allowance	25,808
WCA Allowance	135,493
WCA Allowance per household	0.504

**REVISED Residual Waste Allowances**

	2011/12
Diversion Rate Target	42.0%
Revised Forecast Overall Arisings	277,776
Diversion Required	116,666
Maximum Residual Waste	161,110
OCC Allowance %	16.00%
OCC Allowance	25,778
WCA Allowance	135,332
WCA Allowance per household	0.504

Using actual tonnages upto and including Dec 2011

**Districts Residual Waste targets (tonnes per year)**

	2011/12
Cherwell	29,551
Oxford City	29,237
South Oxfordshire	28,358
Vale of White Horse	25,478
West Oxfordshire	22,869

	2011/12
Cherwell	29,516
Oxford City	29,202
South Oxfordshire	28,324
Vale of White Horse	25,448
West Oxfordshire	22,842

Difference between previous and revised allocation (tonnes)	Difference £	Difference between previous and revised allocation (%)
35	£ 754	0.12%
35	£ 746	0.12%
34	£ 723	0.12%
30	£ 650	0.12%
27	£ 583	0.12%

Penalty/Bonus rate 2010/11 £ 21.54

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## OXFORDSHIRE WASTE PARTNERSHIP JOINT COMMITTEE

30 March 2012

### Joint Municipal Waste Management Strategy Action Plan 2011/12 – 2013/14

#### 1 Purpose of Report

- 1.1 To consider a draft action plan for 2012/13 – 2014/15 to implement the Oxfordshire Joint Municipal Waste Management Strategy (JMWMS).

#### 2 Background

- 2.1 OWP maintains an action plan to implement the JMWMS. This is a rolling three year plan, which is agreed annually. A draft plan for 2012/13 – 2014/15 is attached at appendix 1. The plan has been agreed by the Officer Strategy Group. A draft has also been considered by each of the standing OWP Officer Groups. These are set out in figure 1.

Figure 1 OWP organisational structure



- 2.2 A quarterly update on progress will continue to be provided to the joint committee. An accompanying risk register will be also developed and key risks reported as part of the regular quarterly performance report.
- 2.3 Many of the actions within the plan build on those within the current 2011/12 action plan. Some of the main themes are:
- Managing our own “in-house” waste better, and encouraging local businesses to do the same through commercial waste reduction and recycling initiatives;
  - Tackling food waste, both through reduction campaigns and through food waste collections and treatment;
  - Involving the community and voluntary sector within our work wherever practicable;
  - Joint communications work to promote the 3Rs (reduce, reuse & recycle), targeting both household and commercial waste streams;
  - Sharing best practice and working together wherever possible so as to improve our effectiveness and efficiency;
  - Improving the quality of Oxfordshire’s environment through communications campaigns and enforcement measures to reduce litter and fly-tipping.

### **3 Financial, Risk and Staff Implications**

- 3.1 The actions for 2012/13 will be delivered within the agreed 2012/13 budgets for the OWP and for the partner authorities. The completion of actions with timescales beyond March 2013 will be dependent upon next year's budget setting process.
- 3.2 Achieving the actions set out within the plan is dependent upon the availability of sufficient staff resources. This has been a consideration whilst developing the draft action plan.

### **4 Areas Affected**

- 4.1 All Partner Authorities are affected by the matters within this report.

### **5 Effect on Strategic Policies**

- 5.1 The action plan has been developed to progress each of the strategic policies within the JMWMS. No new projects have been developed for policy 10, but this policy continues to be supported through the work of the County Council as Waste Disposal Authority. Other policies focussing on waste reduction, reuse and recycling also help to preserve landfill space.
- 5.2 A five-year review of the JMWMS has been undertaken, which proposes some minor changes to strategic policies. The five-year review has yet to be issued for public consultation, but should be finalised during 2012/13. A review of the action plan may be required once an updated JMWMS is adopted, although no major changes are anticipated at present.

### **6 Options or Alternatives**

- 6.1 Amendments to the action plan may be proposed.

### **7 Recommendations**

- 7.1 That the action plan attached at appendix 1 is agreed.

### **8 Reasons for Recommendations**

- 8.1 To implement the JMWMS.

### **9 Contact Officer**

- 9.1 Author: Wayne Lewis Tel: 01295 221903  
Email: Wayne.lewis@cherwell-dc.gov.uk  
Background Papers: Nil

Oxfordshire Joint Municipal Waste Management Strategy  
Draft Action Plan 2012/13 -2014/15

No.	Actions	What is the outcome of the action?	SMART targets	What resources are required?	What are the risks associated with achieving this action?	When does the action need to be completed?	Who is responsible for the action?
<b>Policy 1 - Oxfordshire Waste Partnership will encourage the efficient use of resources, reduce resource consumption and take responsibility for the wastes they produce.</b>							
1.1	Act on waste audit results for council premises in order to further improve "in-house" waste reduction, reuse and recycling.	Reduced residual waste arisings from council buildings and activities.	To achieve a 10% reduction in residual waste arisings (based on 2011/12 figures) by March 2013.	Officer time, with support from councils' facilities teams.	Unable to implement all audit findings due to existing supplier/provider agreements.	Mar-13	Waste Reduction Projects Group
1.2	Use carbon accounting to measure both the embodied carbon and carbon emissions resulting from our waste management activities.	Good quality data for monitoring and evaluation.	To begin monitoring carbon emissions from our waste management activities by October 2012.	New reporting software and officer time.	Cost and time taken to introduce new software may be higher than estimated.	Oct-12	OCC
<b>Policy 2 - Oxfordshire Waste Partnership will lobby Central Government to focus on waste as an integral part of sustainable resource management.</b>							
2.1	Issue joint responses to relevant Government consultations.	Joint consultation responses.	To respond to relevant consultations within their specified timescales.	Officer time (approx 3 days per consultation). Consultation with bodies such as LARAC, NAWDO, National Partnership Officers Group, LGA.	Staff Resources - ability to respond within the specified timescales.	-	Strategy Group
2.2	Continue to lobby on issues identified within 5-year review of JMWMS (including packaging reduction and higher recycling targets).	More informed national policy development and a consensus view within OWP on important waste policy developments.	N/A.	Approximately 10 days of officer time per year to attend meetings and respond to consultations.		Ongoing	Strategy Group
<b>Policy 3 - Oxfordshire Waste Partnership will help householders and individuals to reduce and manage their wastes through the provision of advice and appropriate services.</b>							
3.1	Implement actions within the Waste Prevention Strategy (including Food Waste Avoidance, Home Composting, Real Nappies etc).	Cost effective and environmentally beneficial waste prevention policies, communications and actions.	Begin annual implementation plan of Joint Waste Prevention Strategy by April 2011. Report progress against strategy targets annually.	OWP Communications, home composting and environmental education budgets, OWP Communications Officer and officer time from Waste Reduction Projects group.	Sufficient Resources - officer time committed by Partner Councils and continued OWP budget contributions.	Apr-12	Waste Reduction Projects Group
3.2	Deliver the Oxfordshire Green Schools programme to engage with school children in their local community on waste and energy reduction.	Behaviour change amongst children and their families resulting in decreased residual waste and lower energy consumption.	To complete 150 school visits by July 2012 and recruit 20 "hub schools" by October 2012.	OWP revenue budget is used to fund contract payments. Staff time to support and manage contract.	Failure to adequately promote or deliver the service, resulting in lower performance.	Jul-12	Waste Reduction Projects Group
3.3	Support Real Nappy week	Increased public awareness and usage of real nappies.	To promote and publicise the campaign by May each year.	Officer time, comms plan budget allocation	Limited impact due to poor take up by local media and nappy suppliers.	May-12	Waste Reduction Projects Group
3.4	Support Recycle Week	Increased public awareness and participation in recycling schemes.	To promote and publicise the campaign by June each year.	Officer time, comms plan budget allocation. Support from CAGs and MCs.	Limited impact due to poor take up by local media.	Jun-12	Waste Reduction Projects Group
3.5	Support Compost awareness week	Increased public awareness and take up of composting.	To promote and publicise the campaign by May each year.	Officer time, comms plan budget allocation. Support from CAGs and MCs.	Limited impact due to poor take up by local media.	May-12	Waste Reduction Projects Group

No.	Actions	What is the outcome of the action?	SMART targets	What resources are required?	What are the risks associated with achieving this action?	When does the action need to be completed?	Who is responsible for the action?
3.6	Support and further develop the Community Action Group Project.	Maintenance and development of a network of volunteer Community Action Groups to provide information & advice to residents on waste reduction and related issues.	Through the CAG project, encourage and support a minimum of 175 individual group events and activities by 31 Mar 2013.	CAG Officers' time, CAG project budget.	1. Failure to fully engage or motivate CAG volunteers may limit potential impact of the project. 2. Impact on waste arisings is difficult to measure.	Mar-13	CAG Project working with Waste Reduction Projects Group
3.7	Deliver a "feeding the 5000" style free lunch event to promote food waste reduction.	A public event providing a free lunch to visitors made from food that would otherwise have been wasted.	Hold a free lunch event by September 2013	Officer time and support from local suppliers/businesses and community groups.	Failure to gain support from local food suppliers and from volunteers.	Sep-13	Waste Reduction Projects Group
<b>Policy 4 - Oxfordshire Waste Partnership will encourage the controlled reuse and reclamation of items through the provision of advice and appropriate services.</b>							
4.1	Continue to support CAG swap shops.	Increase number and scope of swap shops and increase the amount of materials reused & recycled.	To hold at least 60 swap shop events by Mar 2013.	CAG project officers and group members support.	CAGs set their own priorities and may choose not to hold swap shops.	Mar-13	CAG Project working with Waste Reduction Projects Group
4.2	Deliver a further "ReFashion" textiles reuse event.	Textile reuse and recycling through a "ReFashion" event.	Hold at least one textile reuse event by Mar 2013	Officer time, support from local textile businesses, community groups and local media.	Low up take by public.	Mar-13	Waste Reduction Projects Group
4.3	Further development of online A-Z waste management guide.	Waste reduction through signposting opportunities for waste reduction, reuse and recycling in the local area.	Ongoing development and promotion of the A-Z guide.	Officer time, Information Systems Team or external provider support for web publishing.	Existing reuse outlets and recycling schemes are not used to their full potential.	Mar-13	Waste Reduction Projects Group
4.4	Develop a reuse shop at the new Bicester Eco-town.	A local point for the bulking and possible sale of reusable items linked to the new Eco-town development.	To establish a reuse shop by Mar 2013	Capital funding for construction costs. Partner or contractor to run the reuse store.	Affordability - costs of constructing and operating the reuse store may be too high.	Apr-13	Strategy Group (Eco-town working group to report to Strategy Group)
<b>Policy 5 - In accordance with regional policy, OWP will seek to reduce the growth of municipal waste across the county to 0% per person per annum by 2012.</b>							
5.1	Implement the Waste Prevention Strategy (WPS) 2010-2020 action plan (including home composting, Love Food Hate Waste, Real Nappies and Bulky waste reduction campaigns).	Reduced household waste arisings	Agree an annual implementation plan by April 2012. Detailed targets set out within the WPS.	Officer time and supporting OWP Communications plan budget.	Waste reduction targets are not met, weakening business case for waste reduction.	Apr-12	Waste Reduction Projects Group
5.2	Continue to deliver a countywide communications programme supporting the WPS and promoting waste reduction, reuse & recycling services.	Communications campaigns leading to a decrease in the amount of residual waste collected.	To have a communications plan for the 2012/13 period in place by April 2012.	Total comms plan budget provision of 91K per annum (inc home composting). OWP Communications Officer post.	Consistency - all Partner Councils need to reiterate key messages of the Communications Plan.	Apr-12	Waste Reduction Projects Group
<b>Policy 6 - Oxfordshire Waste Partnership will provide an integrated system of collection and processing of household waste which will achieve, as a minimum:</b> By 31 Mar 2010: recycle or compost at least 40% of household waste; By 31 Mar 2015: recycle or compost at least 45% of household waste; By 31 Mar 2020: recycle or compost at least 55% of household waste.							

No.	Actions	What is the outcome of the action?	SMART targets	What resources are required?	What are the risks associated with achieving this action?	When does the action need to be completed?	Who is responsible for the action?
6.1	Continue to increase on-street recycling systems.	More on-street recycling facilities in the county's main centres of population.	To introduce at least 10 new sites by March 2013	Approx £500 for purchase and installation of each bin. Costs to be met by each Partner Council.	1. Siting - Conservation area issues. 2. Resources - cost of purchasing and installing containers, fit with cleansing/operations. 3. Quality - contamination issues.	Mar-13	Waste & Recycling Operations Group
6.2	Implement the agreed Household Waste Recycling Centre (HWRC) strategy	An effective network of HWRCs.	Continue to provide 7 HWRCs across Oxfordshire by March 2013.	Capital funding for construction costs. Partner or contractor to run the reuse store. OWP NIF funding of £200k has been awarded.	Delays due to land or construction issues. Unable to find a suitable partners.	Mar-13	OCC Service Delivery Team working with Waste & Recycling Operations Group.
6.3	Introduce new collection banks for recycling Waste Electrical and Electronic Equipment (WEEE).	Increased recycling of WEEE.	Introduce WEEE recycling banks in each Oxfordshire district by Oct 2012.	District council resource allocation (emptying collection banks and establishment of bulking point at depots). A link up with compliance scheme for onward transfer and recycling.	Income received from compliance scheme may go up or down depending on market conditions. Depots need to be registered as Designated Collection Facilities before scheme can begin.	Oct-12	Waste Reduction Projects Group
6.4	Explore opportunities for working with corporate business to support and develop recycling initiatives.	Potential support for recycling schemes from corporate businesses.	To identify and approach at least one corporate partner by Sept 2012.	Officer time	Positive risk of additional funding from corporate partner.	Sep-12	Waste Reduction Projects Group
<b>Policy 7 - OWP will ensure that recycling facilities and services are available to all residents.</b>							
7.1	Continue to implement food waste collections for flats.	Food waste collections provided at flats.	To introduce food waste collections to all flats by March 2013.	District council revenue budget allocation.	1. Additional collection costs. 2. Possible increase in contamination levels.	Mar-13	Waste & Recycling Operations Group
7.2	Provide targeted advice to residents in lower performing areas on their recycling and composting services.	A communications campaign targeting low performing areas.	To deliver a communications campaign focussing on a lower performing area in each district by Mar 2013.	Officer time and communications budget from both OWP and district councils.	Campaign fails to increase recycling levels.	Mar-13	Waste Reduction Projects Group
<b>Policy 8 - Oxfordshire Waste Partnership will encourage householders and businesses to separate waste for recycling collections by providing targeted information and awareness raising campaigns.</b>							
8.1	Provide recycling collection services to commercial waste customers.	A greater number of commercial waste customers receive a waste recycling service.	To ensure that all council commercial waste customers are recycling by Mar 2015.	Start up costs to be determined by each Partner Council. Aim for schemes to become revenue neutral.	1. Take up by commercial customers. 2. Changes to legislation and market trends.	Mar-15	Waste & Recycling Operations Group (Trade Waste Sub Group)
8.2	Reduce the amount of residual waste collected per customer for commercial waste collection services.	Reduced residual waste collected per customer.	To achieve a further overall reduction of 5% of residual waste per customer by Mar 2013 (based on 2011/12 figures).	Officer time and availability of commercial waste recycling schemes.	Take up of recycling initiatives by customers.	Mar-13	Waste & Recycling Operations Group (Trade Waste Sub Group)
8.3	Explore the development of WEEE recycling collections for commercial waste customers.	Feasibility work to establish viability of WEEE recycling collections for local businesses.	To complete a feasibility study by Dec 2013.	Officer time and support from WEEE compliance scheme.	Feasibility work may raise expectation.	Dec-13	Waste & Recycling Operations Group (Trade Waste Sub Group)

No.	Actions	What is the outcome of the action?	SMART targets	What resources are required?	What are the risks associated with achieving this action?	When does the action need to be completed?	Who is responsible for the action?
8.4	Increase the range of materials that can be reused, recycled or composted by commercial waste customers.	A greater range of materials reused, recycled or composted by commercial waste customers.	To offer reuse, recycling or composting opportunities for at least one new material stream by March 2013.	Officer time and outlets/markets for a new material stream.	Unable to find end markets. Poor take up by customers.	Mar-13	Waste & Recycling Operations Group (Trade Waste Sub Group)
8.5	Sign up to the WRAP Business Recycling and Waste Services Commitment.	Sign up to the Commitment, which aims to make recycling easy for commercial waste customers.	OWP Partner Councils that provide commercial waste services to sign up to the Commitment by Oct 2013	Officer time	None identified.	Oct-13	Waste & Recycling Operations Group (Trade Waste Sub Group)
<b>Policy 9 - Oxfordshire Waste Partnership will provide a system for recovering value from residual wastes in order to meet LATS targets.</b>							
9.1	Build a residual waste treatment facility to help deliver our aspiration of 'Zero Waste'.	A waste treatment facility for Oxfordshire's residual waste.	To commission the Ardley Energy from Waste Plant by Mar 2015.	Project costs are met by OCC.	A separate risk register is maintained for this project.	Mar-15	OCC
9.2	Procure a bulking & haulage contract to deliver waste from South Oxfordshire, Vale of White Horse and West Oxfordshire to the Energy from Waste facility at Ardley.	Facilities for the bulking & haulage of residual waste.	To award the bulking & Haulage contract by October 2012.	Officer project team at OCC, plus input and meeting attendance by district council officers.	A separate risk register is maintained for this project.	Oct-12	OCC
<b>Policy 10 - Oxfordshire Waste Partnership will ensure optimum use of landfill void.</b>							
<b>Policy 11 - Oxfordshire Waste Partnership will seek to provide waste management services for specialised, potentially polluting material streams, such as hazardous waste and WEEE, which meet and exceed legislative requirements.</b>							
11.1	Continue to support PAT testing and reuse of electrical goods at CAG swap shops.	Greater reuse of electrical goods through CAG swap shops.	To provide a PAT testing service at 50 or more CAG swap shops during 2012/13.	Support of the CAG project	Positive risk - recycling of WEEE items failing PAT testing could be introduced.	Mar-13	CAG project, supported by Waste Reduction Project Group
<b>Policy 12 - Oxfordshire Waste Partnership, working with the Waste Planning Authority, will ensure that waste facilities are suitably sized and distributed with the aim of minimising the transport of waste. Facilities will be well related to areas of population, given the environmental and amenity constraints, and the availability of suitable sites.</b>							
12.1	Work with the Waste Planning Authority to ensure that the five year review of the Joint Municipal Waste Management Strategy (JMWMS) is fully coordinated with the development of the Minerals & Waste Development	A refreshed JMWMS that is consistent with the M&WDF. Potential efficiency savings by working together on the development of the JMWMS and M&WDF.	To produce a revised draft waste management strategy for adoption by October 2012.	Officer time, plus possible consultancy support.	The public consultation may raise expectation - OWP is committed to a number of courses of action set out within the existing JMWMS. This will limit the influence that the public can have on future waste policy.	Oct-12	Strategy Group
<b>Policy 13 - Oxfordshire Waste Partnership will assist the development of local markets for recovered materials.</b>							
13.1	Develop a reuse shop at the new Bicester Eco-town.	A local point for the bulking and possible sale of reusable items within the new Eco-town development.	To establish a reuse shop by Mar 2013	Capital funding for construction costs. Partner or contractor to run the reuse store. Support of CAG team working with local community groups.	Affordability - costs of constructing and operating the reuse store may be too high.	Apr-13	Strategy Group (Eco-town working group to report to Strategy Group)
13.2	Use the retrader website to promote the exchange of waste materials/resources between local businesses.	Increased reuse of trade waste facilitated by the Retrader web site.	To increase retrader site membership by 10% by March 2013.	Officer time - materials reuse officer post at OCC.	Website is not used by businesses.	Mar-13	Waste Reduction Projects Group
<b>Policy 14 - Oxfordshire Waste Partnership will develop methods of working together to improve the level of service through effective and efficient use of resources within Oxfordshire.</b>							

No.	Actions	What is the outcome of the action?	SMART targets	What resources are required?	What are the risks associated with achieving this action?	When does the action need to be completed?	Who is responsible for the action?
14.1	Implement the agreed OWP communications plan.	Residents and other identified stakeholders have a greater awareness of OWP.	Detailed within the Communications plan.	Total comms plan budget provision of 91K per annum. OWP Communications Officer post.	1. Media interest. 2. Consistency - ability of Partner Councils to abide by OWP Media Protocol and key messages of the Communications Plan.	Ongoing	OWP Communications Officer & Waste Reduction Projects group.
14.2	Complete five year review of Joint Municipal Waste Management Strategy (JMWMS).	A revised JMWMS that reflects current national and local priorities.	To produce a revised draft waste management strategy for adoption by Oct 2012.	Officer time, possible consultancy support	Failure to gain agreement on revised strategy	Oct-12	Stategy group
14.3	Complete a review of the OWP Financial Arrangements to ensure that they continue to support and align with OWP priorities.	A review of the current arrangements with recommendations on the future structure of the scheme.	Complete a review and agree any changes to the scheme by October 2012.	Officer time, with input from senior officers and members.	Failure to reach agreement on the future structure of the OWP financial arrangements.	Oct-12	Stategy group
<b>Environmental Quality &amp; Cleanliness</b>							
15.1	Deliver a further countywide campaign to reduce fly-tipping.	A communications and enforcement based campaign to deter fly-tipping.	To implement a refreshed campaign from July 11.	OWP Communications budget, officer time	Effectiveness - take up by local media and resonance with members of the public.	Jul-11	Env Quality and Cleanliness Group
15.2	Develop consistent enforcement policies and joint communications campaigns on controlling waste and local environmental quality issues.	Harmonised enforcement policies so that there are consistent approaches to enforcement against environmental crime across Oxfordshire.	Complete a review and agree any changes to enforcement policies by March 2013.	Officer time, with input from elected members	Failure to reach agreement on enforcement policies.	Mar-13	Env Quality and Cleanliness Group
15.3	Develop a publicity campaign to deter dog fouling	A reduction in dog fouling as a result of the promotional campaign.	To deliver a campaign to reduce dog fouling by Oct 11	OWP Communications budget, officer time	Effectiveness - take up by local media and resonance with members of the public.	Oct-11	Env Quality and Cleanliness Group
15.4	Maintain partnership working with OCC Highways and the Highways Agency on the cleaning of fast roads.	Improved cleanliness standards on fast roads.	To reduce the proportion of fast roads falling below acceptable cleanliness standards by 5% per annum.	Officer time and support from OCC Highways, the Highways Agency and their appointed contractors.	1. Increased costs. 2. Failure to work effectively with Highways Authorities and contractors. 3. Change of contractor may result in previous agreements and relationships being lost.	Mar-13	Env Quality and Cleanliness Group
15.5	Explore the adoption of the Keep Britain Tidy "Love where you live brand" for local environmental quality campaigns.	A single brand identity for local environmental quality campaigns, linking to a wider national campaign brand.	To reach a decision on whether to adopt the "Love where you Live" brand by June 2012.	Officer time	Consistency - all partners would need to apply the brand consistently to campaigns.	Jun-12	Env Quality and Cleanliness Group

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## OXFORDSHIRE WASTE PARTNERSHIP JOINT COMMITTEE

30 March 2012

### Performance Monitoring – Fourth quarter 2011/12

#### 1 Purpose of Report

- 1.1 To provide a quarterly update on the performance of Oxfordshire Waste Partnership (OWP).

#### 2 Background

- 2.1 This report provides an update on OWP's progress over the previous quarter (Dec 2011 – Mar 2012) against its agreed Joint Municipal Waste Management Strategy (JMWMS) Action Plan. A budget statement is included and any high level risks from the partnership's Risk Register are highlighted. A summary of performance against National Indicators (NI's) is also set out.

#### 2.2 JMWMS Action Plan

The 2011/12 Action Plan is attached at appendix 1. Each action has been assigned a "traffic light" score to indicate whether the project is:

- Completed or on track (green)
- Progressing, but with some outstanding issues or concerns (amber)
- Not progressing as planned (red)

Some of the main areas of success and concern are set out below.

#### Successes

- A successful "Refashion" event was held at Oxford Town Hall, promoting clothing repair, swapping and recycling. The event showcased local repair services, charities and design colleges and received excellent media coverage.
- Plans to develop a reuse store and sustainable living centre in Bicester took a step forward with the award of £40,000 from the Eco-Bicester Strategic Board for a project development officer to take the work forward.
- Construction of the Ardley Energy from Waste facility commenced.

#### Concerns

- Land ownership issues have delayed construction of a new HWRC in Kidlington.

#### 2.3 Risks

A risk register that identifies risks associated with the delivery of the 2011/12 JMWMS Action Plan is reviewed quarterly by the Officer Strategy Group. Risks are scored according to their likelihood and the impact that they would have should they occur. Mitigation measures are set out to reduce the effects of these risks. The highest scoring risks (i.e. those that are either most likely or might have the most dramatic impact) are reported to the Joint Committee. An updated copy of the full risk register has been supplied to each partner council.

At its March 2012 meeting the Officer Strategy Group scored the risk set out in table 1 as "High". Work is on going to resolve the land ownership issues encountered and progress will be reported to a future meeting.

## OWP15

Table 1 – High level risks identified in quarter 4

No. (from JMWMS Action Plan)	Action (from JMWMS Action Plan)	Risk	Possible Consequence	Mitigation	Status Mar '12
6.2	Build new Household Waste Recycling Centre (HWRC) and Reuse Store at Kidlington	Facilities are delayed.	Interim transfer and treatment arrangements needed.	Contractual conditions in place to cover this issue.	Land ownership issues are delaying the start of construction. Risk impact increased.

### 2.4 Budget statement

The current budget position is shown in appendix 2. No significant budget variances are anticipated. Income has been received from each of the six partner councils.

### 2.5 New Initiatives fund

Table 2 provides a summary of the New Initiatives Fund (NIF) budget position. £3,007 of revenue and £6,894 of capital funding currently remains available. Remaining funds are currently ring-fenced for South Oxfordshire, Vale of White Horse and West Oxfordshire District Councils.

Table 2 – NIF summary budget statement

	<u>Revenue</u>	<u>Capital</u>	<u>Total</u>
Total income	£ 615,594	£ 719,358	£ 1,334,952
Total commitments	£ 112,809	£ 287,944	£ 400,753
Total expenditure	£ 499,778	£ 424,520	£ 924,298
Remaining funds to be allocated	£ 3,007	£ 6,894	£ 9,901

The NIF Projects funded to date are listed in appendix 3. An update on projects that have recently been completed and also on those that have outstanding funding claims is included elsewhere on today's agenda.

### 2.6 NI Target performance

Local Authorities are no longer required to report performance against National Indicators to government. However, OWP agreed to retain local reporting against some of these indicators in order to measure progress against joint waste strategy objectives. Performance for the year to date is summarised in table 3 below.

## OWP15

The amount of residual waste per household has reduced compared to the equivalent period for last year (by around 56 kg per household). The recycling rate (NI 192) is 60.89% so far this year; an increase of 5.89% over the 2010/11 outturn figure. The amount of waste sent to landfill (NI 193) has also reduced by 10,418 tonnes compared to the same period last year. The increased recycling rate and reduced landfill tonnages reflects the “full year” effect of new collection systems introduced mid-way through 2010/11 in Oxford City, Vale of White Horse and West Oxfordshire District Councils.

The number of fly-tipping incidents has reduced by 235 incidents compared to the equivalent period last year. This reduction continues the trend of the last three years, which have seen a sharp drop in the number of fly-tipping incidents.

Monthly NI performance for each partner council is set out in appendix 4.

Table 3 National Indicator performance

NI number	NI description	10/11 performance (Full year)	10/11 performance (equivalent period)	11/12 performance year to date (April – Dec)
NI 191	Residual waste per household	469.56 kilograms per household	365.81 kg per household	309 kg per household
NI 192	Percentage of household waste sent for reuse, recycling and composting	55%	55%	60.89%
NI 193	Municipal waste landfilled	133,357 tonnes	103,403 tonnes	92,985 tonnes
NI 196	Improved street and environmental cleanliness – fly tipping	2806 incidents	1952 incidents	2187 incidents

### 3 Financial, Risk and Staff Implications

3.1 There are no direct implications resulting from the report.

### 4 Areas Affected

4.1 All Partner Authorities are affected by the matters within this report.

### 5 Effect on Strategic Policies

5.1 The Action Plan has been developed to progress each of the strategic policies within the JMWMS and to support delivery of NI and LAA targets.

### 6 Options or Alternatives

6.1 Not applicable.

### 7 Recommendations

## OWP15

- 7.1 That the report is noted and that further information on the risk identified in table 1 is brought to the next meeting.

### **8 Reasons for Recommendations**

- 8.1 To provide a performance monitoring system to support the delivery of the OWP's objectives.

### **9 Contact Officer**

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Background Papers:

APPENDIX 1  
Oxfordshire Joint Municipal Waste Management Strategy  
Action Plan 2011/12 -2013/14 - Quarter 4 update 2011/12

No.	Actions	What is the outcome of the action?	SMART targets	What resources are required?	What are the risks associated with achieving this action?	When does the action need to be completed?	Who is responsible for the action?	RAG Status	Update Mar 2012
<b>Policy 1 - The Oxfordshire Waste Partnership will encourage the efficient use of resources, reduce resource consumption and take responsibility for the wastes they produce.</b>									
1.1	Show case best practice on waste reduction and buying recycled to Oxfordshire residents & businesses.	OWP exemplar project presented to local community.	To publicise OWP in house waste reduction and buying recycled project findings by Jul 2011.	Officer time	Dependency - reliant on successful completion of earlier project phases (Council waste audits and improvement plans).	Jul-11	Waste Reduction Projects Group (WRPG)	Green	Repeat waste audits completed at Council Offices. Case study developed and published on OWP website, with supporting press release. Best practice shared at WRPG meetings.
<b>Policy 2 - The Oxfordshire Waste Partnership will lobby Central Government to focus on waste as an integral part of sustainable resource management.</b>									
2.1	Issue joint responses to relevant Government consultations.	Joint consultation responses.	To respond to relevant consultations within their specified timescales.	Officer time (approx 3 days per consultation). Consultation with bodies such as LARAC, NAWDO, National Partnership Officers Group, LGA.	Staff Resources - ability to respond within the specified timescales.	-	Strategy Group	Green	OWP responded to the DCLG weekly bin collection fund announcement. Responses were also developed for DEFRA consultations on packaging recovery targets and on bin fine powers.
2.2	Continue to lobby for less packaging and increased recyclability of packaging through the Local Government Association, LARAC, WRAP and others who engage with national retailers and packaging industry bodies.	Less packaging waste, more recyclable packaging and improved recycling rates.	N/A.	Approximately 5 days of officer time per year to attend meetings and respond to consultations.		Ongoing	Strategy Group	Green	Lobbying continues through relevant trade bodies. Exploring potential to work directly with corporate businesses on increasing local recycling performance. Responded to DEFRA packaging recycling consultation, supporting higher recycling targets.
<b>Policy 3 - The Oxfordshire Waste Partnership will help householders and individuals to reduce and manage their wastes through the provision of advice and appropriate services.</b>									
3.1	Implement actions within the Waste Prevention Strategy (including Food Waste Avoidance, Home Composting, Real Nappies etc).	Cost effective and environmentally beneficial waste prevention policies, communications and actions.	Begin implementation of Joint Waste Prevention Strategy by April 2011. Report progress against strategy targets quarterly.	OWP Communications, home composting and Wild Waste Show budgets, OWP Communications Officer and officer time from Waste Reduction Projects group.	Sufficient Resources - officer time committed by Partner Councils and continued OWP budget contributions.	Apr-11	Waste Reduction Projects Group	Green	Waste Prevention Strategy adopted in January 2011. Action plan is being implemented and will be reported in line with OWP annual report.
3.2	Recruit local recycling champions to promote and "trouble-shoot" waste reduction, recycling & composting services.	Involvement of residents in the local promotion of services.	To recruit a further team of recycling champions by Jun 2011.	Officer time (approx. 15 days), plus support from the CAG project.	1. Failure to engage - limited take up. 2. Manageability - over subscription and limited support resources.	Jun-11	Waste Reduction Projects Group	[Action closed]	Work with Oxford City environmental champions continues. There was no take up by community groups in other districts and OWP agreed no further action. Efforts been refocussed on supporting existing community projects such as Community Action Groups and Master Composters, which continue to grow.
3.3	Support Real Nappy week	Increased public awareness and usage of real nappies.	To promote and publicise the campaign by May each year.	Officer time, comms plan budget allocation	Limited impact due to poor take up by local media and nappy suppliers.	May-11	Waste Reduction Projects Group	Green	Real Nappy fair held and PR undertaken. Action complete.
3.4	Support Recycle Week	Increased public awareness and participation in recycling schemes	To promote and publicise the campaign by June each year	Officer time, comms plan budget allocation	Limited impact due to poor take up by local media.	Jun-11	Waste Reduction Projects Group	Green	A number of activities were undertaken including open days at the Cassington AD plant and Milton Keynes MRF, roadshows and increased provision of on-street recycling bins. Action completed.
3.5	Support Compost awareness week	Increased public awareness and take up of composting.	To promote and publicise the campaign by May each year.	Officer time, comms plan budget allocation. Support from CAGs and MCs.	Limited impact due to poor take up by local media.	May-11	Waste Reduction Projects Group	Green	Compost giveaways held and compost surgeries undertaken at HWRCs. Action complete.

No.	Actions	What is the outcome of the action?	SMART targets	What resources are required?	What are the risks associated with achieving this action?	When does the action need to be completed?	Who is responsible for the action?	RAG Status	Update Mar 2012
3.6	Support and further develop the Community Action Group Project.	Maintenance and development of a network of volunteer Community Action Groups to provide information & advice to residents on waste reduction and related issues.	Through the CAG project, encourage and support a minimum of 120 individual group events and activities by 31 Mar 2012.	CAG Officers' time, CAG project budget.	1. Failure to fully engage or motivate CAG volunteers may limit potential impact of the project. 2. Impact on waste arisings is difficult to measure.	Apr-12	Waste Reduction Projects Group	Green	The CAG Project has seen over 200 events held by CAGs between April 2011 and March 2012, with the inclusion of activities such as energy assessments run with LEAF funding. The Key newsletter has grown to almost 1000 direct recipients and continues to attract media attention.
3.7	Work with the Environment Partnership to retender the Wild Waste Show and Energy Busters services.	Market tested educational service, with a better coordinated environmental education offering to schools and groups.	To award a contract(s) for the Wild Waste Show and Energy Busters services by August 2011.	Officer time and support from procurement officers at OCC.	Uncoordinated approaches compete for school's attention. Environmental messages not effectively provided to schools.	Aug-11	Waste Reduction Projects Group & OxCAN	Green	Contract awarded to Groundwork Thames Valley. Action completed.
<b>Policy 4 - The Oxfordshire Waste Partnership will encourage the controlled reuse and reclamation of items through the provision of advice and appropriate services.</b>									
4.1	Continue to support CAG swap shops.	Increase number and scope of swap shops and increase the amount of materials reused & recycled.	To hold at least 50 swap shop events by Mar 2012.	CAG project officers and group members support.	Capacity - demand may outstrip our capacity to support and deliver events.	Mar-12	CAG Project working with Waste Reduction Projects Group	Green	Between January and March over 15 swap shops were held, diverting over 6 tonnes of items from landfill, and attended by over 2,000 people. Over 70 swaps have been held between April 2011 and March 2012, with over 30 tonnes of items being diverted in that time. Individual group and network PAT training events have been held throughout the year.
4.2	Increase role of community reuse organisations in the collection and reuse of bulky household wastes.	Greater reuse and recycling of council bulky waste.	Divert a total of 768 tonnes of waste from bulky waste collections and HWRCs for reuse in 2011/12.	Officer time, support from community sector group	Poor materials quality may limit amount of items that can be reused.	Apr-12	Waste Reduction Projects Group	[Action closed]	Bulky re-use trial with Emmaus abandoned due to material quality issues. Active community sector groups and informal activity such as freecycle seem to be capturing the reusable items. OWP agreed no further action required. Recycling of bulky waste collected by WODC and Ox City has now been introduced at Dix Pit.
4.3	Develop on-line version of the OWP reuse guide (promoting voluntary sector organisations).	Waste reduction through signposting opportunities for reuse locally.	To publish an on-line reuse guide by April 2011.	Officer time, Information Systems Team or external provider support for web publishing.	Existing reuse outlets are not used to their full potential	Aug-11	Waste Reduction Projects Group	Green	Online reuse guide has been published. Also includes waste recycling options. Further development to be completed in 2012/13.
4.4	Develop a reuse shop at the new Kidlington HWRC.	A central point for the bulking and possible sale of reusable items.	To establish a reuse shop by April 2012 to open in conjunction with the HWRC	OCC Capital funding for construction costs. Partner or contractor to run the reuse store.	Affordability - costs of constructing and operating the reuse store may be too high. Planning - the site is currently subject to planning permission.	Mar-12	Waste & Recycling Operations Group (OCC Service Delivery Team will report to Operations Group)	Red	Reuse shop included in plans for new WRC at Kidlington. Planning permission for site granted in September 2011 and was not called in by Secretary of State. The 13 week Judicial Review period has elapsed without challenge, however, a land ownership issue is currently delaying construction work.
4.5	Develop a reuse shop at the new Bicester Eco-town.	A local point for the bulking and possible sale of reusable items within the new Eco-town development.	To establish a reuse shop by Mar 2013	Capital funding for construction costs. Partner or contractor to run the reuse store.	Affordability - costs of constructing and operating the reuse store may be too high.	Apr-13	Strategy Group (Eco-town working group to report to Strategy Group)	Green	Project team including council officers and local CAG have developed a business plan and business model. £40,000 funding obtained from the Eco Bicester Strategic Board in January to employ a development officer for 1 year to take the project forward. Post being advertised.
<b>Policy 5 - In accordance with regional policy, OWP will seek to reduce the growth of municipal waste across the county to 0% per person per annum by 2012.</b>									
5.1	Continue to deliver a countywide communications campaign promoting waste reduction, reuse & recycling services.	A communications campaign leading to a decrease in the amount of residual waste collected.	To have a communications plan for the 2011/12 period in place by April 2011.	Total comms plan budget provision of 91k per annum (inc home composting). OWP Communications Officer post.	Consistency - all Partner Councils need to reiterate key messages of the Communications Plan.	Apr-11	Waste Reduction Projects Group	Green	Communications plan continues to be implemented. Draft for 2012/13 has been developed.

No.	Actions	What is the outcome of the action?	SMART targets	What resources are required?	What are the risks associated with achieving this action?	When does the action need to be completed?	Who is responsible for the action?	RAG Status	Update Mar 2012
5.2	Support the development of waste prevention plans for the Bicester "Eco-Town" project.	A best practice/exemplar project on preventing waste within new communities.	To develop waste prevention plans by Mar 2011.	Officer time, start up growth funding from the Eco-town project.	The plans form part of the wider eco-town development and so are dependent upon the success of the wider proposal.	Mar-11	Waste Reduction Projects Group	Green	Working with A2 (Eco-Town developers) and Ecotown team on implementation of various elements of waste strategy such as swap shops, reuse campaigns and reuse centre.
5.3	Explore the application of Zero Waste Place Standards to Oxfordshire Communities	Local communities accredited to the new ZWP standard.	Apply for ZWP Standard accreditation for one or more Oxfordshire Communities by July 11.	Officer time and the support of the CAG project.	Dependent upon the interest and support of the local communities.	Jul-11	Waste Reduction Projects Group	[Action closed]	ZWP Standard obtained by Dorchester on Thames. CAG project has been encouraging other communities to attain the Standard, but no further groups have applied. OWP agreed no further action, as the standard does not appear to have taken off nationally or locally.
<p align="center"><b>By 31 Mar 2010: recycle or compost at least 40% of household waste;</b>  <b>By 31 Mar 2015: recycle or compost at least 45% of household waste;</b>  <b>By 31 Mar 2020: recycle or compost at least 55% of household waste.</b></p>									
6.1	Continue to increase on-street recycling systems.	More on-street recycling facilities in the county's main centres of population.	SODC and VOWH to introduce new on-street recycling bins by Mar 12.	Approx £500 for purchase and installation of each bin. Costs to be met by each Partner Council.	1. Siting - Conservation area issues. 2. Resources - cost of purchasing and installing containers, fit with cleansing/operations. 3. Quality contamination issues.	Mar-12	Waste & Recycling Operations Group	Green	All districts now have containers in place and the number of sites continues to grow.
6.2	Build new Household Waste Recycling Centre (HWRC) and Reuse Store at Kidlington	A new HWRC and reuse store.	To open the Kidlington HWRC and reuse store by April 2012.	Capital funding for construction costs. Partner or contractor to run the reuse store. OWP NIP funding of £200k has been awarded.	Delayed opening - due to planning or construction phases. Unable to find a suitable partner to run the reuse store. Development is still subject to planning permission.	Apr-12	OCC Service Delivery Team working with Waste & Recycling Operations Group.	Red	Planning permission has been granted, but land ownership issues are delaying the start of construction.
6.3	Introduce trial collection scheme for recycling mattresses at HWRCs	Trial HWRC collection point for recycling mattresses	To introduce a trial collection by Mar 13	OCC Officer time		Mar-13	OCC Service Delivery Team working with Waste & Recycling Operations Group.	Green	There are now 3 trials ongoing - City, South and Vale are taking waste mattresses to Culham. There is a curtain side vehicle at Drayton WRC. Carpets, mattresses and plastic furniture from Alkerton WRC also being bulked and sent for reprocessing. Trials appear successful, however, a costing review is being undertaken to see if it is viable for mattress recycling to become a permanent arrangement.
6.4	Introduce food waste collections to schools whose waste is managed by partner councils.	Diversion of schools food waste from landfill.	Introduce provision for food waste collections from schools by Mar 12.	Officer time, possible budget implications for partner councils.	1. Increased food waste processing costs falling to the County Council. 2. Growth to district council collection rounds.	Mar-12	Waste & Recycling Operations Group	Green	Cherwell D.C collects food waste from schools and Oxford City collecting from university buildings. New Oxfordshire C.C premises contract includes food waste provision.
6.5	Introduce Inert waste recycling from Household Waste Recycling Centres (except Dix and Ardley).	Diversion of inert waste from landfill	To introduce inert recycling across all HWRC's (except Dix and Ardley) by Mar 12.	OCC Officer time	Budget savings aren't realised due to contamination.	Mar-12	OCC Service Delivery Team	Amber	6 HWRC sites were delivering inert for recycling but high levels of contamination were experienced. Currently recycling inert from Stanford, Drayton and Redbridge. An alternative outlet for inert from Oakley Wood has been found and commenced late Sept on a 6 month trial basis.
<p align="center"><b>Policy 7 - OWP will ensure that recycling facilities and services are available to all residents.</b></p>									

No.	Actions	What is the outcome of the action?	SMART targets	What resources are required?	What are the risks associated with achieving this action?	When does the action need to be completed?	Who is responsible for the action?	RAG Status	Update Mar 2012
7.1	Introduce food waste collections for flats	Food waste collections provided at flats.	To introduce food waste collections to flats in each district by Mar 2012.	District council revenue budget allocation.	1. Additional collection costs. 2. Possible increase in contamination levels.	Mar-12	Waste & Recycling Operations Group	Green	Food waste collections introduced to all flats in Cherwell, South Oxfordshire and Vale of White Horse. Facilities continue to be upgraded in West Oxfordshire and roll-out continues in Oxford City.
7.2	As part of a wider JMWMS refresh, complete a review of Household Waste Recycling Centre (HWRC) and recycling banks provision	A review with recommendations on future HWRC and recycling bank provision.	To complete a review of HWRC and recycling bank provision by June 2011.	Officer time	Affordability - cost of implementing review findings may be unaffordable.	Oct-11	Strategy Group	Amber	HWRC strategy has been agreed by OCC, reducing number of sites from eight to six by 2014. WODC considering development of a recycling centre in Chipping Norton following closure of Dean Pit, Chadlington. Provision of WEEE bank recycling containers being introduced by each district, with facilities already in place within Cherwell.
<b>Policy 8 - The Oxfordshire Waste Partnership will encourage householders and businesses to separate waste for recycling collections by providing targeted information and awareness raising campaigns.</b>									
8.1	Provide recycling collection services to commercial waste customers.	A greater number of commercial waste customers receive a waste recycling service.	To ensure that all commercial waste customers have recycling systems in place by Mar 2012.	Start up costs to be determined by each Partner Council. Aim for schemes to become revenue neutral.	1. Take up by commercial customers. 2. Changes to legislation and market trends.	Mar-12	Waste & Recycling Operations Group	Amber	Oxford City requires all customers to recycle. Schemes continue to be promoted in Cherwell and West Oxfordshire. There has been a 2% reduction in commercial recycling tonnage so far this year (April - Jan) compared to the equivalent period last year.
8.2	Reduce the amount of residual waste collected per customer for commercial waste collection services.	Reduced residual waste collected per customer.	To achieve a further overall reduction of 10% of residual waste per customer by Mar 2012 (based on 2009/10 figures).	Officer time and availability of commercial waste recycling schemes.	Take up of recycling initiatives by customers.	Mar-12	Waste & Recycling Operations Group	Green	Figures for April 2011 to Jan 2012 show a 16% drop in refuse tonnages compared to equivalent period last year and a 32% reduction on 2009/10 figures.
<b>Policy 9 - The Oxfordshire Waste Partnership will provide a system for recovering value from residual wastes in order to meet LATS targets.</b>									
9.1	Build a residual waste treatment facility to meet the medium to long term requirements of the Landfill Allowance Trading Scheme.	A waste treatment facility for Oxfordshire's residual waste.	To commission the Ardley Energy from Waste Plant by Mar 2014.	Project costs are met by OCC.	A separate risk register is maintained for this project.	Mar-14	OCC	Green	Site construction got underway in December 2011.
9.2	Procure interim treatment of residual wastes to replace current southern area disposal contract.	Interim arrangements for the treatment of residual waste ahead of the longer term residual waste treatment contract.	To procure interim residual waste treatment capacity by June 2011	Officer time (largely OCC)	Failure to divert residual waste from landfill leads to additional costs and potential LATS fines. Failure to provide residual waste management facilities would be a breach of the WDA's statutory duty.	Jun-11	OCC Service Delivery Team & Waste & Recycling Operations Group.	Green	Contract commenced end of September 2011.
<b>Policy 10 - The Oxfordshire Waste Partnership will ensure optimum use of landfill void.</b>									
<b>Policy 11 - The Oxfordshire Waste Partnership will seek to provide waste management services for specialised, potentially polluting material streams, such as hazardous waste and WEEE, which meet and exceed legislative requirements.</b>									
<b>Policy 12 - The Oxfordshire Waste Partnership, working with the Waste Planning Authority, will ensure that waste facilities are suitably sized and distributed with the aim of minimising the transport of waste. Facilities will be well related to areas of population, given the environmental and amenity constraints, and the availability of suitable sites.</b>									
12.1	Work with the Waste Planning Authority to ensure that the five year review of the Joint Municipal Waste Management Strategy (JMWMS) is fully coordinated with the development of the Minerals & Waste Development Framework (M&WDF).	A refreshed JMWMS that is consistent with the M&WDF. Potential efficiency savings by working together on the development of the JMWMS and M&WDF.	To produce a revised draft waste management strategy for adoption by April 2012.	Officer time, plus possible consultancy support.	Raised public expectation - OWP is committed to a number of courses of action set out within the existing JMWMS. This will limit the influence that the public can have on future waste policy.	Apr-12	Strategy Group	Amber	A draft JMWMS review document has been drafted but not yet approved for public consultation. OWP is currently discussing recycling & composting targets for inclusion in the public consultation document. Response to M&WDF consultation developed by Oxfordshire C.C as Waste Disposal
<b>Policy 13 - The Oxfordshire Waste Partnership will assist the development of local markets for recovered materials.</b>									

No.	Actions	What is the outcome of the action?	SMART targets	What resources are required?	What are the risks associated with achieving this action?	When does the action need to be completed?	Who is responsible for the action?	RAG Status	Update Mar 2012
13.1	Develop a reuse shop at the new Bicester Eco-town.	A local point for the bulking and possible sale of reusable items within the new Eco-town development.	To establish a reuse shop by Mar 2013	Capital funding for construction costs. Partner or contractor to run the reuse store. Support of CAG team working with local community groups.	Affordability - costs of constructing and operating the reuse store may be too high.	Apr-13	Strategy Group (Eco-town working group to report to Strategy Group)	Green	Feasibility study and outline business plan developed. Funding for a 1-year project officer post has been awarded by the Eco Bicester Strategic Board.
13.2	Promote local repair, hire and reuse businesses and organisations through the development of an on-line directory.	Increased reuse activity through an on-line directory advertising repair and reuse organisations.	To achieve a minimum of 1000 visits to the reuse on-line directory by 31 March 2012	Officer time and support from Information Systems colleagues to establish the on-line guide.	Increased demand - ability of sector to respond to increased demand/workloads.	Mar-12	Waste Reduction Projects Group	Green	Online reuse guide has been published and promoted through local media.
13.3	Use retrader website to promote the exchange of waste materials/resources between local businesses.	Increased reuse of trade waste facilitated by the Retrader web site.	To divert 330 tonnes of waste from landfill through retrader during 2011/12.	Officer time - materials reuse officer post at OCC.	Website is not used by businesses.	Mar-12	Waste Reduction Projects Group	Amber	Website membership increased by 26% this year, but concerns over number of exchanges being made. Business case for a mobile phone app being prepared which may help increase number of exchanges.
<b>Policy 14 - The Oxfordshire Waste Partnership will develop methods of working together to improve the level of service through effective and efficient use of resources within Oxfordshire.</b>									
14.1	Implement the agreed OWP communications plan.	Residents and other identified stakeholders have a greater awareness of OWP.	Detailed within the Communications plan.	Total comms plan budget provision of 91K per annum. OWP Communications Officer post.	1. Media interest. 2. Consistency - ability of Partner Councils to abide by OWP Media Protocol and key messages of the Communications Plan.	Ongoing	OWP Communications Officer & Waste Reduction Projects group.	Green	Communications plan agreed and being implemented.
14.2	Work with the Environment Partnership to integrate waste management within the climate change agenda.	Waste management viewed as an important part of reducing the effects of climate change, greater partnership working on environmental issues.	To develop coordinated action plans for the Environment & Waste Partnership by Sept 2011.	Officer time and member support.	Manageability of including all environmental & waste issues within a single action plan	Sep-11	Strategy Group	Amber	Joint Environmental Education Service contract is now in place. Joint Environment and Waste Partnership meetings provide structure for further joint working opportunities, although currently stop short of joint action plans.
14.3	Complete five year review of Joint Municipal Waste Management Strategy (JMWMS).	A revised JMWMS that reflects current national and local priorities.	To produce a revised draft waste management strategy for adoption by April 2012.	Officer time, possible consultancy support	Failure to gain agreement on revised strategy	Apr-12	Strategy group	Amber	A draft JMWMS review document has been developed but not yet approved for public consultation. OWP is currently discussing recycling & composting targets for inclusion in the public consultation
<b>Environmental Quality &amp; Cleanliness</b>									
15.1	Deliver a further countywide campaign to reduce fly-tipping.	A communications and enforcement based campaign to deter fly-tipping.	To implement a refreshed campaign from July 11.	OWP Communications budget, officer time	Effectiveness - take up by local media and resonance with members of the public.	Jul-11	Env Quality and Cleanliness Group	Amber	Fly-tipping incidents for April-Jan this year are 40 fewer than the equivalent period last year. Incidents have increased in last quarter. Campaign planning underway for March launch.
15.2	Continue working with Magistrates to increase their knowledge of fly-tipping.	Court sentences that fully reflect the damages caused by fly-tippers.	To provide training to each of the Oxfordshire benches by Oct 2011	Officer time and support from Keep Britain Tidy.		Oct-11	Env Quality and Cleanliness Group	Green	Presentation given to Northern Area magistrates and article produced for Magistrates newsletter.
15.3	Develop a publicity campaign to deter dog fouling	A reduction in dog fouling as a result of the promotional campaign.	To deliver a campaign to reduce dog fouling by Oct 11	OWP Communications budget, officer time	Effectiveness - take up by local media and resonance with members of the public.	Oct-11	Env Quality and Cleanliness Group	Green	Lamp post stickers and signs produced for all partner councils (based on successful work within Cherwell). Further copies are being printed.
15.4	Maintain partnership working with OCC Highways and the Highways Agency on the cleaning of fast roads.	Improved cleanliness standards on fast roads.	To achieve a 5% annual reduction in the number of complaints relating to litter on fast roads	Officer time and support from OCC Highways, the Highways Agency and their appointed contractors.	1. Increased costs. 2. Failure to work effectively with Highways Authorities and contractors. 3. Change of contractor may result in previous agreements and relationships being lost.	Jul-12	Env Quality and Cleanliness Group	Green	Coordination and communication during the 2011 grass cutting season was much improved on previous years. Waste and Highways officers are in contact in preparation for 2012 season.

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Appendix 2 Budget Statement

	2011/12	Quarter 1 expenditure	Quarter 2 expenditure	Quarter 3 expenditure	Quarter 4 expenditure (up to 29 Feb)	Total (year to date)	Variance	Notes
<b>Expenditure Core Budget</b>								
Salaries	101,223	25,418	24,710	26,602	15,866	92,596	8,627	
Training and support costs	2,719	89	439	57	237	822	1,897	
OWP Employing Authority costs	3,399	1,457	1,467	1,846	1,038	5,807	-2,408	
OWP Host Authority admin costs	2,060	0	0		2,060	2,060	0	
OWP Accounting Authority costs	2,060	0	0		2,060	2,060	0	
OWP Auditing Authority costs	3,030	1,060				1,060	1,970	A further £1,450 committed
<b>Sub-total Core Budget</b>	<b>114,491</b>	<b>28,024</b>	<b>26,616</b>	<b>28,504</b>	<b>21,260</b>	<b>104,405</b>	<b>10,086</b>	
<b>Development Budget</b>								
Wild Waste Show/Oxon green schools	80,160	33,400	33,400	-21,669	20,625	65,756	14,404	Q1 and Q2 were over paid. Corrected in Q3. Q4 payment is to new provider GTV
Home composting	11,100	254	1,500	2,054	2,134	5,942	5,158	A further £2,500 committed.
Communications Plan	80,000	29,907	23,941	8,073	-715	61,205	18,795	A further £11,400 committed
Contingency	0	0	0	0	0	0	0	
Keep Britain Tidy - countywide membership	2,995	0	0	0	2,995	2,995	0	
<b>Sub-total Development</b>	<b>174,255</b>	<b>63,561</b>	<b>58,841</b>	<b>-11,541</b>	<b>25,038</b>	<b>135,899</b>	<b>38,356</b>	
<b>Total Expenditure</b>	<b>288,746</b>	<b>91,585</b>	<b>85,457</b>	<b>16,963</b>	<b>46,298</b>	<b>240,303</b>	<b>48,443</b>	
<b>Income</b>								
Carried forward from previous year	56,768							
Partner council contributions:								
Cherwell District Council	27,492	0	27,492	0		27,492	0	
Oxford City Council	27,492	0	27,492	0		27,492	0	
Oxfordshire County Council	137,460	0	137,460	0		137,460	0	
South Oxfordshire District Council	27,492	0	27,492	0		27,492	0	
Vale of White Horse District Council	27,492	0	27,492	0		27,492	0	
West Oxfordshire District Council	27,492	0	27,492	0		27,492	0	
<b>Sub total partner contributions</b>	<b>274,920</b>	<b>0</b>	<b>274,920</b>	<b>0</b>		<b>274,920</b>	<b>0</b>	
<b>Total Income</b>	<b>331,688</b>	<b>0</b>	<b>331,688</b>	<b>0</b>		<b>331,688</b>	<b>0</b>	

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### Appendix 3 NIF funded projects

Bid Ref no.	Bidding authority	Bid partners	Project	Funding awarded	Funding spent	Funding yet to be claimed	Notes	Project Evaluation completed
NIF001	Vale of White Horse D.C	-	Hessian sack recycling containers for flat dwellers.	£ 2,475	£ 2,475	£ -	Project completed.	NO
NIF002	Oxford City	-	Food waste collection trial.	£ -	£ -	£ -	Funding returned.	N/A
NIF003	Cherwell D.C	Kidlington Versus Climate Change, Kidlington P.C	Recycling containers at bus stops.	£ 9,878	£ 9,878	£ -	Project completed.	YES
NIF004	Oxfordshire County Council	Cherwell D.C	Study and compositional analysis of Waste Recycling Centre residual waste.	£ 35,000	£ 35,000	£ -	Project completed.	YES
NIF005	Cherwell D.C	Bicester Town Council, Oxfordshire Highways	Lay-by recycling containers.	£ 10,000	£ 10,000	£ -	Project completed.	YES
NIF006	Oxford City	-	Door knocking survey to flats and houses of multiple occupancy.	£ -	£ -	£ -	Funding returned.	N/A
NIF007	Cherwell D.C	Oxford City, South Oxfordshire & West Oxfordshire	Christmas sacks for kerbside recycling collections.	£ 7,550	£ 1,050	£ 6,500	Project completed. Only the CDC portion was claimed.	YES
NIF008	Cherwell D.C	Oxfordshire C.C, EiE, Kidlington Parish Council, Bicester Town Council & Banbury T.C	Trade waste recycling.	£ 7,250	£ 7,250	£ -		YES
NIF009	Oxford City	-	Trade waste recycling.	£ 157,000	£ 157,000.00	£ -		NO
NIF010	West Oxfordshire	Oxfordshire C.C and Oxford City	Trade waste recycling.	£ 9,975	£ 9,975	£ -		YES
NIF011	West Oxfordshire	Oxfordshire C.C	Interim green waste service.	£ 90,000	£ 90,000	£ -	Revised spending plan for remaining £14,182 agreed Aug 11.	YES

Bid Ref no.	Bidding authority	Bid partners	Project	Funding awarded	Funding spent	Funding yet to be claimed	Notes	Project Evaluation completed
NIF012	Cherwell D.C	Kidlington Parish Council, Bicester Town Council & Banbury T.C	Food waste collections.	£ 120,000	£ 120,000	£ -		YES
NIF013	South Oxfordshire D.C	-	Food waste collections.	£ 106,000	£ 106,000	£ -		YES
NIF014	Oxford City Council	-	Food waste collections.	£ 204,188	£ 195,000	£ 9,188		NO
NIF015	Cherwell D.C	OWP	Targeted doorstepping.	£ 6,000	£ 6,000	£ -	Project completed.	YES
NIF016	Cherwell D.C	Oxfordshire C.C	Battery recycling containers.	£ 7,046	£ 7,046	£ -	Project completed.	YES
NIF017	Cherwell D.C	-	Cigarette litter reduction.	£ 6,310	£ 6,310	£ -	Project completed.	YES
NIF018	Cherwell D.C	WRAP	WEEE Banks.	£ 10,000	£ 10,000	£ -		YES
NIF019	Oxfordshire County Council		Commercial Bring Site.	£ 33,473	£ 33,473	£ -		YES
NIF020	Vale of White Horse D.C	SODC & Verdant	Food waste collections.	£ 82,400	£ 70,720	£ 11,680		NO
NIF021	South Oxfordshire D.C & Vale of White Horse D.C	Verdant	Flats food waste and recycling scheme.	£ 92,100		£ 92,100		NO
NIF022	Oxfordshire County Council		New WRC	£ 200,000		£200,000	Construction of new WRC yet to commence	NO
NIF023	Cherwell D.C	Charter Housing and SJB Properties	Food Waste Collections from flats.	£ 27,500	£ 27,500	£ -	Project completed	YES
NIF024	Oxfordshire County Council	Community Action Group Project	Development of Zero Waste Places.	£ 12,000	£ 12,000	£ -	Project completed	YES
NIF025	West Oxfordshire	-	Flats food waste and recycling scheme.	£ 58,700	£ 7,621	£ 51,079	Project ongoing	NO
NIF026	South Oxfordshire D.C & Vale of White Horse D.C	Verdant	On street recycling.	£ 30,206		£ 30,206	Approved Mar 11. Currently being implemented	NO
<b>Totals</b>				<b>£ 1,325,051</b>	<b>£ 924,298</b>	<b>£ 400,753</b>		

NATIONAL INDICATOR PERFORMANCE 2011/12

Indicator	Description	Authority	Quarter 1			Quarter 2			Quarter 3			Quarter 4			Cumulative total	Notes
			APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR		
NI191	Residual Household waste per Household (KG)	Cherwell	36.18	35.21	36.23	35.16	36.93	37.34	32.72	37.04	36.71				323.52	
		Oxford City	35.27	36.39	38.44	37.25	37.72	37.75	34.01	36.18	37.73				330.75	
		South Oxfordshire	25.05	22.27	21.76	22.98	25.84	27.83	21.83	22.18	21.11				210.84	
		Vale of White horse	19.47	21.43	24.80	22.07	20.42	21.19	22.40	23.84	22.42				198.04	
		West Oxfordshire	33.23	32.18	35.06	32.39	33.62	37.09	33.03	35.03	35.08				306.71	
		Countywide figure	35.64	33.84	34.79	34.22	35.86	36.23	32.34	33.60	33.11				309.64	
NI192	Household waste Recycled & Composted (%)	Cherwell	62%	62%	61%	60.97%	58.92%	60.47%	59.60%	55.80%	0.51				59.41%	
		Oxford City	47%	45%	46%	43.40%	43.51%	45.64%	47.43%	46.82%	0.45				45.47%	
		Oxfordshire C.C	56%	58%	61%	57.34%	57.57%	59.19%	59.38%	57.26%	50.20%				57.59%	
		South Oxfordshire	69%	73%	76%	71.41%	66.84%	65.70%	71.69%	71.99%	0.69				69.88%	
		Vale of White horse	75%	70%	66%	69.00%	73.76%	73.80%	67.54%	65.54%	0.65				69.05%	
		West Oxfordshire	65%	68%	66%	63.95%	64.25%	64.14%	64.74%	62.47%	0.58				64.08%	
		Countywide figure	61.63%	62.29%	62.49%	60.59%	60.17%	61.46%	61.77%	59.99%	56.93%				60.89%	
NI193	Municipal Waste Landfilled (Tonnes)	Cherwell	1,997	1,944	2,001	1,940	2,038	2,061	1,807	2,046	2,025				17,860	
		Oxford City	2,490	2,658	2,835	2,732	2,715	2,680	2,544	2,645	2,658				23,957	
		Oxfordshire C.C	2,458	2,121	2,015	2,033	2,313	1,846	1,808	1,403	1,266				17,264	
		South Oxfordshire	1,328	1,180	1,154	1,219	1,370	1,476	1,158	1,176	1,119				11,179	
		Vale of White horse	896	986	1,141	1,015	939	975	1,030	1,097	1,031				9,110	
		West Oxfordshire	1,470	1,442	1,561	1,453	1,523	1,619	1,464	1,551	1,532				13,614	
		Countywide figure	10,639	10,331	10,707	10,391	10,898	10,657	9,811	9,918	9,633				92,985	
NI 196	Improved street and environmental cleanliness – fly tipping	Cherwell														
		Incidents	48	36	42	29	40	31	36	32	27	36			357	
		Grading	-	-	-	-	-	-	-	-	-	-				
		Oxford City														
		Incidents	86	54	60	23	26	35	58	48	49	86			525	
		Grading	-	-	-	-	-	-	-	-	-	-				
		South Oxfordshire														
		Incidents	57	60	47	77	77	41	51	67	46	88			611	
		Grading	-	-	-	-	-	-	-	-	-	-				
		Vale of White horse														
		Incidents	47	39	40	49	45	20	12	18	26	31			327	
		Grading	-	-	-	-	-	-	-	-	-	-				
		West Oxfordshire														
		Incidents	25	23	21	19	29	37	57	63	33	60			367	
		Grading	-	-	-	-	-	-	-	-	-	-				
		Countywide figure														
		Incidents	263	212	210	197	217	164	214	228	181	301			2187	
Grading	-	-	-	-	-	-	-	-	-	-						

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## OXFORDSHIRE WASTE PARTNERSHIP JOINT COMMITTEE

30 March 2012

### Waste Treatment Project Update

#### **1 Purpose of Report**

- 1.1 To update on the progress on the residual waste treatment project.

#### **2 Background**

- 2.1 Diversion of waste from landfill is essential to meet EU Landfill Directive targets and to reduce our exposure to the significant future costs of landfill tax. It is also essential to reduce the amount of methane gas produced from landfill sites. Methane gas is a greenhouse gas over 20 times more powerful than carbon dioxide.
- 2.2 Following a long and complex procurement the County Council formally awarded a contract to treat Oxfordshire's residual waste to Viridor on 10 March 2011. The new contract is for the treatment of residual waste that is remaining after reduction, re-use, recycling and composting. Oxfordshire achieved a county wide recycling and composting rate of over 55% for 2010/11. Oxfordshire is on course to achieve over 60% in 2011/12 which means we are amongst the very best in the country at recycling and composting. However, there will still be residual waste which needs to be treated rather than landfilled.
- 2.3 Viridor's technical solution is incineration with energy recovery and the possibility of combined heat and power. The energy from waste (EfW) facility at Ardley is being constructed by CNIM and Clugstone. CNIM is an established technology provider with a proven track record in incineration.
- 2.4 The Ardley EfW will be part of the extensive jigsaw put in place to increase the amount of recycling and composting and recover value from the waste that remains. The facility will divert at least 95% of Oxfordshire's residual municipal waste away from landfill while generating enough electricity to supply more than 38,000 households.
- 2.5 Alongside the introduction of food waste treatment and food waste collections from households by the district councils, residual waste treatment will result in Oxfordshire achieving what the Government describes as zero waste. This will mean virtually no untreated municipal waste being landfilled.

#### **3 Progress and future actions**

- 3.1 Following the grant of planning permission for the EfW facility by the Secretary of State in February 2011 and the conclusion of a legal challenge to the Secretary of State's decision in November 2011, the contract notice to proceed was issued on 15 November. This enabled the construction of the facility to begin, and CNIM/Clugstone started minor preparatory works on site in December.
- 3.2 Groundworks have been progressing on schedule during January and February and excavation of the facility waste bunker has recently started. Construction of the new access road to the facility from the B430 is expected to start shortly.

- 3.3 The EfW facility is programmed to take just over three years to build and is planned to be operational in late 2014/early 2015. However, if the construction proceeds smoothly the facility could be completed and operational as early as summer/autumn 2014. Under the contract the County Council is obliged to deliver all residual municipal waste that can be processed to Viridor for treatment in the facility as soon as it becomes operational. The construction programme and progress will be monitored closely to ensure the transition from delivering residual waste to landfill to the EfW facility is properly planned for and managed in good time when required.
- 3.4 The Council is procuring a bulking and haulage contract to enable the efficient transport of residual waste from parts of the county that are furthest from Ardley, and in particular from South Oxfordshire, the Vale of White Horse, West Oxfordshire and northern Cherwell. This is being done in full consultation with all the WCAs to ensure that their needs are taken into account in terms of delivery locations and operational requirements. The contract was advertised on 9 March 2012 and is expected to be awarded in the autumn 2012.
- 3.5 The Environment Agency issued a permit for the Ardley facility in September 2010. More information about the project is available on the Council's web site – [www.oxfordshire.gov.uk/alternativestolandfill](http://www.oxfordshire.gov.uk/alternativestolandfill)
- 3.6 Progress is also being made on the provision of more anaerobic digestion capacity. Construction of a new facility has started at Wallingford and the facility is expected to open late in 2012 or early 2013.

#### **4 Financial, Risk and Staff Implications**

- 4.1 Internal and external resources have been made available to support contract management during the construction period and the bulking and haulage procurement project as required.
- 4.2 The project is being managed using the County Council's project methodology and documentation including a risk register.
- 4.3 At financial close the residual waste treatment contract was assessed to remain value for money compared to the cost of continuing to landfill residual waste and the payment of landfill tax which will be £80 per tonne in 2014/15 when the EfW facility becomes operational.

#### **5 Areas Affected**

- 5.1 County wide

#### **6 Effect on Strategic Policies**

- 6.1 The residual waste treatment contract is in accordance with, and implements, policy 9 in the Joint Municipal Waste Management Strategy which states that the OWP will provide a system for recovering value from residual wastes in order to meet LATS targets.

#### **7 Options or Alternatives**

- 7.1 N/A



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## OXFORDSHIRE WASTE PARTNERSHIP JOINT COMMITTEE

30 March 2012

### New Initiatives Fund Projects update

#### **1 Purpose of Report**

- 1.1 To report the findings of recently completed New Initiatives Fund (NIF) post-project evaluations and to provide an update on the progress of projects that have outstanding funding claims.

#### **2 Background**

- 2.1 The NIF fund was set up to fund new or one-off costs resulting from the delivery of the OWP Joint Municipal Waste Management Strategy (JMWMS). The fund pooled performance reward grant earned by OWP councils from the achievement of waste management targets within the Public Service Agreements and Local Area Agreements with central government. In all, £1.3 million of income was received by the NIF.
- 2.2 Twenty six projects have been funded by the NIF to date. On completion, a post project evaluation is undertaken and reported to the Officer Strategy Group to share learning. Three projects have recently been completed and a synopsis of the post project evaluations is given in appendix 1.
- 2.3 There are a number of projects with outstanding funding claims. These are set out in appendix 2. From this it can be seen that there is some £400,000 of funding committed to projects; some of which was awarded some time ago. Each bidding authority has provided a brief update on spending plans (included in appendix 2).
- 2.4 A number of projects have under spent slightly against their original funding allocation. In these instances, bidding authorities may submit proposals for using up the remaining allocation either to augment the original project or alternatively to support a new project that supports the implementation of the Oxfordshire Joint Municipal Waste Management Strategy. These revised proposals are assessed in the same way as any other NIF bid by the Officer Strategy Group and OWP Chairman, or in the unlikely event of the under spend being more than £50,000, by the OWP joint committee.

#### **3 Financial, Risk and Staff Implications**

- 3.1 In order to arrive at a more definite budget position for the NIF it would be helpful if potential project under spends are either reallocated to new projects or are returned to the central fund as soon as possible. A decision can then be taken on the best use of any remaining project funds.
- 3.2 It is recommended that any committed funds that are not supported by spending plans agreed by either the Officer Strategy Group or (if appropriate) the joint committee by the June 2012 meeting of the OWP be returned to the NIF central fund and made available for new projects.

**4 Areas Affected**

- 4.1 Each Partner Council has benefited from the NIF. The fund has helped to achieve a step change in recycling & composting performance across the county and funded a number of new pilot projects.

**5 Effect on Strategic Policies**

- 5.1 NIF funded projects have helped to support a number of strategic policies relating to waste reduction and increasing recycling and composting levels. The establishment of the NIF supports policy 14, which states that “The Oxfordshire Waste Partnership will develop methods of working together to improve the level of service through effective and efficient use of resources within Oxfordshire.”

**6 Options or Alternatives**

- 6.1 n/a.

**7 Recommendations**

- 7.1 That:
  - i. the NIF project evaluations at appendix 1 and the update on spending plans for outstanding commitments at appendix 2 are noted;
  - ii. any committed funds that are not supported by agreed spending plans by the June 2012 meeting be returned to the NIF central fund, and;
  - iii. recommendations on the allocation of any remaining NIF funding are brought to the June meeting of OWP.

**8 Reasons for Recommendations**

- 8.1 To ensure effective and efficient use of our financial resources

**9 Contact Officer**

- 9.1 Author: Wayne Lewis Tel: 01295 221903  
Email: Wayne.lewis@cherwell-dc.gov.uk  
Background Papers:

## **Appendix 1 Recent NIF post project evaluations**

### **NIF008 - Cherwell District Council Trade waste Recycling**

£7250 awarded to introduce trade waste recycling. Customers are provided with sacks for commingled dry recyclables, collected by a split bodied refuse collection vehicle. Recycling sacks are priced cheaper than residual waste sacks in order to promote take-up.

The scheme successfully introduced trade waste recycling to Cherwell District Council customers for the first time. However, the tonnage recycled through the scheme is lower than originally forecast, with 36 tonnes collected in 2010/11 against a target of 135 tonnes.

CDC hopes to expand the scheme in 2012/13 by exploring a wheeled bin containment option and developing a pilot scheme for trade food waste in Bicester.

### **NIF018 - Cherwell District Council WEEE banks**

£10,000 awarded for the introduction of recycling banks for Waste Electrical and Electronic Equipment (WEEE). The banks collect small electrical equipment such as kettles, hairdryers, toasters and irons from various locations throughout the district. Cherwell has match funded the scheme by covering promotional and operation costs.

The tonnage collected has been lower than originally forecast (36.5 tonnes collected in year 1 against a target of 150 tonnes), but in all other ways the scheme has been a success. It was one of the first of its kind in England and was a finalist project at the National Recycling Awards in 2011.

Valuable learning has been shared with other OWP district councils, which are in the process of introducing similar schemes. CDC hopes to increase the number of collection banks further in 2012/13. Income for the collected materials has made the scheme a viable long term option.

### **NIF019 Oxfordshire County Council Trade Waste Bring Site**

£33,473 funding awarded for the establishment of commercial waste recycling banks at Monument Business Park, Chalgrove.

The site has approximately 80 businesses. The NIF bid requested funding to audit the whole site, conduct an attitude survey of the businesses, develop a deliverable scheme, and promote this to park businesses. It was envisaged that this would constitute providing containers placed at a central location for businesses on the site to bring recyclate. This would then be collected by a contractor for recycling.

Whilst there was significant support from businesses during the planning phase, once running the project faced many operational challenges, not least the businesses reluctance to transfer recyclables to a central site within the park.

To address these operational concerns it was decided to use a third sector organization, Aspire Oxford, to service businesses with a collection round. Recyclable materials are then bulked in the compound and removed by a waste contractor for recycling. This proved more successful and 28 businesses began to use the service. Working with a fairly small social enterprise has resulted in some challenges, but has helped to move the project forward.

The slow start means that the original tonnage targets have not been met. Only 17 tonnes recycled against an original forecast of 136 tonnes per annum. However, the scheme has been successful in other ways:

## OWP17

- The scheme has developed additional third sector capacity in Oxfordshire, which in turn supports wider reuse and recycling activity.
- A replicable model has been developed for other business parks.
- Some “upcycling” possibilities have developed, such as using waste wood to develop planters (in collaboration with HMP Spring Hill - young offenders’ prison).
- Some unexpected synergies have also appeared, one company that specializes in disaster recovery (actually not on the recycling scheme) is exploring reuse opportunities with Aspire for recovered furniture.

The collaboration between all three sectors (private, public and social) has drawn attention from WRAP and the learning has fed into recent research.

Appendix 2 NIF projects with outstanding funding claims

Bid Ref no.	Bidding authority	Bid partners	Project	Funding awarded	Funding spent	Funding yet to be claimed	Update at March 2012
NIF007	Cherwell D.C	Oxford City, South Oxfordshire & West Oxfordshire	Christmas sacks for kerbside recycling collections.	£ 7,550	£ 1,050	£ 6,500	Project completed in 2010. Only the CDC portion was invoiced. Outstanding balance to be treated as project underspend.
NIF014	Oxford City Council	-	Food waste collections.	£204,188	£195,000	£ 9,188	Project completed. City council developing proposal for use of project underspend.
NIF020	Vale of White Horse D.C	SODC & Verdant	Food waste collections.	£ 82,400	£ 70,720	£ 11,680	£6,443 to be claimed, with remaining £5,237 to be treated as project under spend.
NIF021	South Oxfordshire D.C & Vale of White Horse D.C	Verdant	Flats food waste and recycling scheme	£ 92,100		£ 92,100	£89,476 to be claimed, with remaining £2,624 to be treated as project underspend.
NIF022	Oxfordshire County Council		New WRC	£200,000		£200,000	Construction of new WRC yet to commence. OCC to spend in 2012/13.
NIF025	West Oxfordshire	-	Flats food waste and recycling scheme	£ 58,700	£ 7,621	£ 51,079	Project ongoing. Further project spending of £37,542 is anticipated. WODC developing a proposal for the use of the potential £13,537 underspend.
NIF026	South Oxfordshire D.C & Vale of White Horse D.C	Verdant	On street recycling	£ 30,206		£ 30,206	Project ongoing. £22,194 currently being claimed, with balance to be claimed during 2012/13.
<b>Total</b>						<b>£ 400,753</b>	

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## OXFORDSHIRE WASTE PARTNERSHIP JOINT COMMITTEE

30 March 2012

### Review of the Effectiveness of Internal Audit

#### 1 Purpose of Report

- 1.1 To review the effectiveness of the internal audit function of Oxfordshire Waste Partnership (OWP).

#### 2 Background

- 2.1 Under the Accounts and Audit Regulations 2006, OWP is required to conduct a review each year of the effectiveness of its internal audit. Cherwell D.C is the current Auditing Authority for OWP; this role rotating alphabetically between Partner Councils every two years.

#### 2.2 Scope of internal audit

The Auditing Authority undertakes an annual internal audit of OWP activities. This takes place at year end. The process commences with the agreement of a scope for the audit between the Auditing Authority and the OWP Coordinator. West Oxfordshire D.C conducted an audit of OWP's activities for 2010/11; the findings of which were reported in June 2011. These were also reported to the West Oxfordshire D.C Audit Committee. Terms of reference for the audit were agreed in advance and included a review of procedures, controls and the management of risk within Oxfordshire Waste Partnership. The internal audit seeks assurance that:

- there are clear governance arrangements in place in order to achieve stated goals;
- financial transactions are valid, supporting documentation is in place and appropriately authorised;
- an adequate performance monitoring and risk report mechanism is in place;
- there is an up to date and comprehensive forward plan;
- recommendations from previous audits have been acted upon.

As part of the 2010/11 audit, assurance was obtained from both Cherwell District Council (as OWP Employing Authority) and Oxfordshire County Council (as Accounting Authority) that a continuous system of internal audit operates within these councils and has been applied to the financial systems considered by the OWP internal audit. Reliance has been placed on the internal audit performance of the above by the Audit Commission, as the external auditor appointed by central government.

Similar terms of reference will shortly be developed for the 2011/12 internal audit to be conducted by Price Waterhouse Coopers (PWC) on behalf of Cherwell District Council. The Audit Commission reviewed the internal audit work of Cherwell D.C and reported findings in July 2010. There was compliance with all material aspects of the internal audit standards. A copy of the audit Commission findings are attached at appendix 1.

#### 2.3 Independence

The role of Auditing Authority is set out within the OWP Constitution, which ensures that the role is held by a different Partner Council to that of Accounting Authority; providing a

separation of auditing and accounting functions.

Additionally, West Oxfordshire D.C provided a copy of its Internal Audit Terms of Reference, which states that “whilst being part of the internal structure of the Council in the Resources Directorate, Internal Audit has a responsibility to review of all financial and other processes independently to its professional standards.”

For the 2011/12 internal audit, Cherwell District Council has confirmed that its internal auditor has direct access to those responsible for governance within the authority, that reports are made in the auditors own name and that PWC as the appointed auditor has no other role within the Council (or within OWP).

#### **2.4 Competence**

For the 2010/11 audit, West Oxfordshire D.C provided a copy of its Annual Governance Statement, which incorporates a statement of the effectiveness of internal control.

The Audit Commission acts as external auditor to West Oxfordshire D.C and Cherwell District Council. The Audit Commission has reviewed the respective internal audit functions and places reliance on the work of the internal audit teams, which is formally reflected in the fees charged to the authorities.

#### **2.5 Relationships**

The roles of Accounting Authority, Auditing Authority, Employing Authority and Host Authority are all detailed within the OWP Constitution; as is the role of Elected Members sitting on the committee.

#### **2.6 Planning & Reporting**

The internal audit for 2011/12 will commence in April and will report to the OWP Joint Committee on 22nd June 2012. An outline timetable has been agreed with PWC. The Annual Report and Accounts for 2011/12 will also be reported to this meeting.

### **3 Financial, Risk and Staff Implications**

- 3.1 This review seeks to identify any risks associated with the effectiveness of OWP’s internal audit function. The review has not encountered any serious risks. Similarly, the Audit Commission has reviewed the internal audit service of Cherwell District Council and found it satisfactory.

### **4 Areas Affected**

- 4.1 The review has focussed on Cherwell District Council as the Auditing Authority to OWP for 2011/12. The internal audit undertaken annually examines the work undertaken by Oxfordshire County Council acting as Accounting Authority to OWP and also by Cherwell District Council as Employing Authority.

### **5 Effect on Strategic Policies**

## OWP18

- 5.1 Robust financial and internal controls help to support the delivery of each of the OWP's strategic policies.

### **6 Options or Alternatives**

- 6.1 Not applicable.

### **7 Recommendations**

- 7.1 That the review findings set out within this report are noted and that the joint committee raises any concerns it may have with regards to the efficacy of the OWP internal audit function.

### **8 Reasons for Recommendations**

- 8.1 To ensure that the annual internal audit effectively reviews the financial, management and operational systems of the partnership.

### **9 Contact Officer**

- 9.1 Author: Wayne Lewis Tel: 01295 221903

Email: Wayne.lewis@cherwell-dc.gov.uk

Background Papers:

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# Accounts, Audit and Risk Committee

## Internal Audit Review

23 June 2010

## Report of Head of Finance

### PURPOSE OF REPORT

This document sets out the outcome of the Audit Commission triennial review of the work of our Internal Audit function that is provided by PricewaterhouseCoopers (PwC)

This report is public

### Recommendations

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The meeting is recommended:

- (1) To note the contents of the report

### Executive Summary

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#### Introduction

- 1.1 This report provides the Committee with a review of the work of internal review carried out by the Audit Commission.
- 1.2 The review of the work of IA is to ensure that it is working as intended and to see if the Audit Commission can place reliance on their work.
- 1.3 Internal Audit for both Cherwell District Council and Oxford City Council is provided by PricewaterhouseCoopers (PwC) and the Audit Commission has carried out a joint review.
- 1.4 The audit fee is set on the assumption that the Audit Commission can place reliance on the work of IA. If they are unable to place reliance on their work then the Council may incur further charges.
- 1.5 The aim of the review is to assess whether Internal Audit operates in accordance with the Local Government Internal Audit standards. These set out the minimum requirements for internal audit functions; they do not set out any qualitative measures but on whether they meet the requirements as set out in the Standards.

1.6 The outcome of the review can be seen in Appendix 1.

**Conclusion**

1.7 PwC comply with the Internal Audit Standards in all material respects and the Audit Commission has concluded that they can place reliance on Internal Audit's work.

1.8 There are a few areas that have been identified as scope for improvement and an action plan has been drawn to address these by September 2010

**Key Issues for Consideration/Reasons for Decision and Options**

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The following options have been identified. The approach in the recommendations is believed to be the best way forward

**Option One** To note the contents of the report

**Option Two** To raise issues or questions relating to this report

**Implications**

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**Financial:** There are no financial or risk implications.

Comments checked by Karen Muir, Corporate System Accountant 01295 22159

**Legal:** There are no implications arising from this report

Comments checked by Liz Howlett, Head of Legal and Democratic Services 01295 221686

**Risk Management:** The review of internal audit must take into consideration the requirements of the Local Government Auditing Standards.

Comments checked by Karen Muir, Corporate System Accountant 01295 22159

**Wards Affected**

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All

**Document Information**

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Appendix No	Title
Appendix 1	Triennial Review of Internal Audit
Background Papers	
None	

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## OXFORDSHIRE WASTE PARTNERSHIP JOINT COMMITTEE

30 March 2012

### Consultation on refreshing the Oxfordshire Joint Municipal Waste Management Strategy

#### 1 Purpose of Report

- 1.1 To agree a draft 5 year review and refresh of the Oxfordshire Joint Municipal Waste Management Strategy (JMWMS) for public consultation.

#### 2 Background

##### JMWMS Refresh Consultation

- 2.1 Oxfordshire Waste Partnership agreed a JMWMS in January 2007. The JMWMS commits to a five-yearly review to ensure that it remains current and its policies are relevant. A review has been undertaken and a draft public consultation document has been developed and was presented to the OWP in January for their consideration. The document included specific recycling and composting targets for 2015, 2020 and 2025.
- 2.2 At the January 2012 meeting of the OWP it was decided to postpone the public consultation. The suggested recycling and composting targets could have significant financial implications as they would replace existing targets within the OWP Financial Arrangements. Discussions relating to the financial arrangements are currently underway and, in order to avoid further delay it is proposed that the JMWMS consultation is carried out in May with the following amendments made to the document considered in January.

##### 2.3 Changes since January 2012

The following alterations have been made to the JMWMS consultation document tabled at the meeting on 20<sup>th</sup> January 2012:

- Policy 6 suggested specific recycling and composting targets over the next 13 years. This has been revised and seeks the opinion of the public on what the county wide recycling targets should be.
- Specific references to the planned Kidlington Household Waste Recycling Centre (HWRC) have been removed from the introductory text and from Policies 3,4,5,7,8 and 13. Land ownership issues are currently delaying development of the proposed site, and while we are hopeful that these can be resolved, it is considered prudent to remove specific references to the Kidlington site from the text. The HWRC strategy aims are unchanged; providing modern, fit for purpose facilities within easy reach of the main centres of population.
- The wording of some of the questions has been altered on the advice of our consultation team. This makes the questions more reader friendly and allows us to obtain feedback that can help to shape future policy.

##### 2.4 Public Consultation

Public consultation was undertaken in 2006 as part of the development of the JMWMS. This included a community panel exercise and a wider, questionnaire based open public consultation. Statutory consultees were also consulted.

## OWP20

2.5 Public consultation will also be undertaken on the 5 year review. This time there are fewer key decisions to be taken as part of strategy development. The public consultation exercise will be limited to a questionnaire based open public consultation exercise. This will be predominantly web based (through the OCC consultation portal) with paper versions available on request. Views of Oxfordshire's younger residents will be sought via a questionnaire conducted by our Education partner, Groundwork Thames Valley, after class workshops. A consultation period of at least six weeks will be held. Statutory consultees will also be approached (the Environment Agency, Natural England and English Heritage).

2.6 The full consultation document attached at Appendix 1a, together with the draft action plan (included at Appendix 1b) will be issued for public consultation. These will be available to download from the website and hard copies will also be produced. The online questionnaire will be formed from the summary document (attached at Appendix 1c). Work undertaken to update the accompanying Strategic Environmental Assessment (SEA) and a Service & Community Impact Assessment (SCIA) will be shared with statutory consultees and made available on request to the public.

2.7 An update on the public consultation findings will be brought to the next OWP meeting in June 2012.

### **3 Financial, Risk and Staff Implications**

3.1 There are not anticipated to be any significant costs associated with the public consultation exercise as it will largely be conducted online, using existing systems. However any costs arising will be met by the existing OWP revenue budget. Officer time will be required to conduct the consultation exercise and analyse responses.

### **4 Areas Affected**

4.1 The JMWMS is county wide and affects all Partner Councils

### **5 Effect on Strategic Policies**

5.1 The JMWMS review and refresh covers each of the strategic Policies within the adopted JMWMS. It suggests some amendment and refinement to existing policies and also some new policies.

### **6 Options or Alternatives**

6.1 Alterations to the JMWMS consultation document and action plan may be proposed

### **7 Recommendations**

7.1 That the JMWMS consultation document, summary document and draft action plan are approved for public consultation commencing in May 2012.

### **8 Reasons for Recommendations**

## OWP20

- 8.1 To periodically review the options for the future delivery of services to meet the aims and objectives of the JMWMS

### 9 Contact Officer

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**Consultation on refreshing the Oxfordshire Joint Municipal Waste Management Strategy**

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## **1. About Oxfordshire Waste Partnership**

- 1.1. Oxfordshire Waste Partnership (OWP) is made up of the County and District Councils of Oxfordshire, these are: Cherwell District Council, Oxford City Council, Oxfordshire County Council, South Oxfordshire District Council, Vale of the White Horse District Council and West Oxfordshire District Council
- 1.2. OWP became a statutory joint committee in April 2007, with powers to develop and implement a sustainable waste management strategy for Oxfordshire. A Joint Municipal Waste Management Strategy (JMWMS) was developed and adopted in 2007. Oxfordshire Councils now work together, through OWP, to manage and improve waste management within the county by implementing the JMWMS. The duty to prepare a JMWMS is currently a legal obligation under the Waste Emissions and Trading (WET) Act.
- 1.3. The delivery of waste management operations, such as waste collection and managing treatment and disposal site contracts, is undertaken by the individual partner councils within OWP. The district councils, as Waste Collection Authorities (WCA), are responsible for waste & recycling collections, and street cleaning operations. Oxfordshire County Council, as Waste Disposal Authority (WDA), provides Household Waste Recycling Centres (HWRCs), treatment and disposal sites. These operations are guided by the objectives and policies within the JMWMS, but are managed by the individual partner councils.
- 1.4. As well as being the WDA, Oxfordshire County Council (OCC) is also the Waste Planning Authority (WPA). As the WPA, OCC is responsible for preparing waste related development plan documents for the Minerals & Waste Development Framework (M&WDF) for Oxfordshire. OCC also determines minerals & waste planning applications, and is responsible for monitoring and enforcing minerals & waste planning controls. The roles of WDA and WPA are separate. The JMWMS does not set policy to determine where waste management facilities should be sited; the JMWMS details how municipal waste will be collected and disposed of. The WPA determines where these facilities should be located.

## **2. Oxfordshire's Vision for the future:**

- 2.1. Our vision for the future is: A society where everyone tries to prevent waste and sees waste materials as a potential resource. Oxfordshire is pursuing a clear vision for sustainable waste management and resource efficiency:

*“We will work in partnership to reduce waste and to maximise reuse, recycling and composting. We will treat residual waste before disposal to further recover value and to minimise the environmental impact of managing our waste streams”*

### **3. About this consultation**

3.1. The Oxfordshire JMWMS includes five year review cycles and this is the first five year review to be undertaken. This consultation document seeks views on suggested ways forward until 2030, taking account of the changes and progress made in the past 5 years. It sets out our waste management policies and some suggested changes. It highlights work undertaken to date and future plans. A series of questions seek your views on each of the policy areas.

3.2. Previously the term ‘Municipal Waste’ was used in waste policies and nationally reported data to refer to waste collected by local authorities. In other legislation the definition of municipal waste included both household waste and that from other sources (that may or may not have been collected by local authorities). In 2010 after discussions with the European Union (EU), the UK expanded its definition to align with the wider European definition and include waste from other sources that is similar in nature and composition. The term “local authority collected waste” has subsequently been developed to replace the old UK definition of municipal waste. This strategy is therefore addressing all waste produced in Oxfordshire that come under the heading of ‘local authority collected waste’. This includes waste produced within Oxfordshire by householders, commercial waste collected by district councils, waste deposited at Household Waste Recycling Centres (HWRCs) and fly tipped materials.

#### **You can take part by:**

1) Completing the online questionnaire. Go to [www.oxfordshirewaste.gov.uk](http://www.oxfordshirewaste.gov.uk) and follow the link to the survey

2) Send your comments in writing to [owp@cherwell-dc.gov.uk](mailto:owp@cherwell-dc.gov.uk) or in writing to:

Oxfordshire Waste Partnership  
JMWMS Consultation  
FREEPOST **RSCJ-BHGB-BKSG**,  
Oxfordshire Waste Partnership  
Thorpe Lane Depot

Thorpe Lane  
BANBURY  
OX16 4UT

Please return any comments by **XXX**

#### **Queries**

If you have any queries about the proposed revised JMWMS that will help you to take part in this consultation, please contact us:

By email: [owp@cherwell-dc.gov.uk](mailto:owp@cherwell-dc.gov.uk)

Or telephone: 08450 504550

#### **4. Why do we need to refresh the JMWMS?**

4.1. There has been considerable change and development in the five years since the JMWMS was agreed. Firstly, OWP councils have made great strides in reducing waste and improving recycling and composting performance. Secondly, there has been legislative development in the form of the EU Waste Framework Directive, which was revised in 2011. Thirdly, national government published a review of waste policy in England in 2011, and finally the way that performance is measured is changing; with an increasing focus on measuring the carbon emissions associated with our activities and seeking to reduce these over time.

4.2. In 2005/06 Oxfordshire's households produced around half a tonne of waste per person. Around 33% of this waste was recycled or composted, the rest was sent directly to landfill. The 2006 JMWMS set out how we, in Oxfordshire, were going to manage our waste over the next 25 years and improve our recycling performance. It identified the future challenges, the need for change and set out our shared vision for the future.

4.3. During the first 5 years of implementing the JMWMS Oxfordshire has:

- Introduced new waste collection schemes that collect more recyclable and compostable materials from the kerbside and expanded recycling facilities at our HWRCs,
- Built food waste processing plants so that food waste from every household in the county no longer has to go to landfill, but is instead used either to make compost or to generate green electricity,
- Signed a contract to build an Energy from Waste (EfW) facility at Ardley to manage our non recyclable waste and recover value from this waste through electricity generation.

4.4. In 2010/11 OWP councils recycled or composted over 55% of household waste. We now produce less waste per person than any other County Council in England. Our recycling rates continue to improve, making

Oxfordshire one of the highest performing areas in the country. The targets set out in the JMWMS have been achieved earlier than expected. Recycling and composting levels have exceeded expectation and OWP councils are ambitious to do more; reducing waste further, recycling more and sending less for disposal.

- 4.5. The JMWMS commits to a five yearly review to ensure that it remains current and its policies are relevant. As part of this review we have evaluated the progress that has been made so far and our options for continual improvement across the county.

## **5. EU Waste Framework Directive**

5.1. The European Union Waste Framework Directive was transposed into national law in March 2011. There are three key developments for OWP resulting from this:

- The waste hierarchy is now law and all waste producers must have regard for the waste hierarchy when managing their waste.
- A national waste prevention plan must be developed by 2014, increasing the importance of waste reduction activity.
- All waste producers (including councils) must have recycling services in place for glass, metals, paper and plastics by 2015.

5.2. In 2010/11 OWP approved a county wide Waste Prevention Strategy, four years before required under EU law. The strategy, already in implementation, details how we will encourage residents and businesses to reduce the amount of waste that they produce. This strategy embeds the waste hierarchy (reduce, reuse, recycle) within our activities, helping us to comply with the Framework Directive. This document replaced Annex B of the 2006 strategy.

5.3. All District Councils now provide opportunities to recycle a wide range of materials at the kerbside, or through bring banks and are continually looking to expand the range of materials accepted. Those District councils that collect commercial waste now offer recycling services to their customers. OCC have a dedicated Commercial Waste Reduction Officer who assists business to identify where they can reduce and recycle more of their waste.

## **6. National Review of Waste Policies**

6.1. National Government published its review of waste policy on 14<sup>th</sup> June 2011 following consultation with local government, industry and members of the public. This JMWMS review seeks to ensure that the refreshed Oxfordshire JMWMS remains aligned with government policy and objectives.

6.2. Oxfordshire is well placed to incorporate the waste policy recommendations, we already:

- Prioritise waste prevention, and produced an updated waste prevention plan in 2010;
- Collect waste regularly and have good levels of public satisfaction;
- Have high levels of recycling and composting that exceed the EU target of 50% by 2020;
- Realise the benefits of Anaerobic Digestion with a long term contract and facilities in place;
- Recognise the role of Energy from Waste within the context of the waste hierarchy, with an EfW plant due to open in 2014;
- Work with local businesses to reduce waste and increase recycling collections;
- Take a common sense approach to environmental enforcement, pursuing only serious or persistent offenders.

6.3. The national review set out plans for voluntary responsibility deals with a number of industry sectors to reduce waste. OWP will seek to participate and support these where appropriate. Agreements are being developed with:

- Hospitality sector
- Paper manufacturers
- Direct Marketing industry
- Textiles industry
- Construction industry
- Packaging industry
- Waste management companies.

6.4. The government's review stated that "the public have a reasonable expectation that household waste collections services should be weekly, particularly for smelly waste." In September 2011 the Department for Communities and Local Government backed this statement with the announcement of a £250 million fund for local authorities wishing to retain or reinstate weekly refuse collections. OWP will lobby against a return to weekly refuse collections as these will result in a decrease in recycling & composting levels and consequently increased landfill and financial cost. OWP will argue instead for funding to be targeted on improving recycling and composting collection services.

6.5. OWP is committed to high standards of customer service and supports the development of the "Recycling and Waste Services Commitment" announced in the national review.

6.6. The national review did not set out any new landfill diversion or waste recycling targets, the EU waste Framework Directive recycling and

composting target of 50% by 2020 being the only target set out. This is despite the governments in Scotland and Wales setting more ambitious recycling targets of 70% by 2025.

- 6.7. The most significant development within the national review is perhaps the abolition of The Landfill Allowance Trading Scheme (LATS) from 31 March 2013. This follows the reclassification of municipal waste to bring it in line with the broader European definition.
- 6.8. LATS is a permit trading scheme whereby WDAs are set limits on how much waste they can landfill each year up to 2020. The limits are set so as to ensure that the UK meets its obligations under the EU Landfill Directive. WDAs are able to trade LATS permits with others in order to help them meet these annual targets.
- 6.9. Under the revised definition, more commercial and industrial waste falls within the scope of the EU landfill directive; yet LATS deals only with local authority controlled waste. Government accepts that LATS is a burden on local authorities, but not private companies who also collect the wider definition of municipal waste. LATS is no longer considered a necessary or appropriate way of meeting the UK's obligations under the Landfill Directive.
- 6.10. Abolishing LATS removes a barrier to local authority involvement in the collection of commercial waste, potentially improving the choice of waste management options available to businesses. OWP councils will aim to provide advice and appropriate services to local businesses to help them reduce waste.

## **7. Costs**

- 7.1.1. A number of developments since 2006 impact upon the costs of implementing the JMWMS:

### **7.2. Landfill Allowance Trading Scheme**

- 7.2.1. The abolition of LATS in 2013 removes the prospect of financial penalties of up to £150 per tonne for exceeding landfill allowances. However, it also removes the opportunity of trading LATS permits (i.e. selling any surplus permits to other waste disposal authorities that need them, or buying permits in any years where Oxfordshire may have otherwise exceeded its allowance). Ending LATS will make budgeting easier. The value of LATS permits varied with market forces and was difficult to predict. Accurately forecasting waste arisings can also be difficult, so coupling uncertain waste tonnage predictions with estimated future LATS values made for challenging budget setting conditions for councils.

### **7.3. Landfill Tax**

7.3.1. Landfill tax is to have a ceiling level of £80 per tonne by 2014/15 – although no further measures were added to this existing commitment by the national waste review. Landfill tax is now the main fiscal instrument encouraging the diversion of waste from landfill. In 2010/11 landfill tax, set at £48 per tonne, cost Oxfordshire county council over £6 million, an increase of around £3 million since 2006/7.

7.3.2. This increase in landfill tax has been seen despite overall waste arisings within Oxfordshire having dropped since 2007. Added to this, increased recycling and composting levels have meant that there has been a sharp decrease in the amount of household waste sent to landfill. This has helped reduce the financial impact of the escalating landfill tax, but it still remains a significant proportion of the costs of waste management.

### **7.4. Reduced Public Spending**

7.4.1. Local Authorities are undergoing a period of challenging austerity measures. Local authority budgets are expected to reduce by 28% by 2014/15. OWP remains committed to working collaboratively to manage costs. We will do this through:

- Embedding the waste management hierarchy in our work: reducing the amount of waste produced and maximising reuse, recycling and composting in order to avoid expensive and less sustainable waste disposal options.
- Joint procurement of contracts and goods in order to gain best value for money.
- Working jointly to avoid duplication, share effort, resources and best practice.
- Developing innovative and creative cost saving solutions whilst protecting front line services

## **8. Climate change**

8.1. The positive environmental impacts of waste prevention and increased recycling have long been realised. However, there is now a greater focus on (and growing understanding of) greenhouse gas emissions (such as carbon dioxide, methane and other greenhouse gasses) associated with waste management activities. Reducing emissions helps reduce the impact of climate change and measuring the carbon impact of our activities has become more important. Landfills are large emitters of methane, a greenhouse gas 21 times more polluting than carbon dioxide. By reducing the amount of waste that we send to landfill we are helping to reduce the carbon footprint of our activities.

8.2. We have already made significant achievements in reducing our carbon emissions, for example West Oxfordshire District Council have reduced their fleet carbon emissions by 17%, leading them receiving the Energy Saving Trust's Best Public Sector Fleet award in 2011.

8.3. The OWP Waste Prevention Strategy set out carbon emissions information associated with some of our waste prevention activities for the first time. These are home composting, food waste avoidance and junk mail avoidance.

8.4. OWP will increasingly seek to use carbon accounting to support our decision making. This will mean measuring wherever possible the carbon savings resulting from our work. We will seek to prioritise activities that offer the greatest carbon reductions.

## **9. Key Achievements in the last 5 years (2006 – 2011)**

9.1.1. In the last 5 years OWP has:

- Reduced the amount of household waste generated by 8%
- Increased the amount of household waste recycled and composted from 38.5% in 2006/07 to over 55% in 2010/11
- Reduced the amount of household waste sent to landfill from 61.4% in 2006/7 to 43% in 2010/11<sup>1</sup>
- Obtained more than £1 million in Performance Reward Grant from Government and worked collaboratively to reinvest funds in new waste management services (through the establishment of the OWP New Initiatives Fund)

### **9.2. Waste Reduction**

9.2.1. Helping people to reduce the amount of waste that they produce is a key priority. Since 2006 we have helped reduce the total amount of waste generated by 8% through providing advice and information on topics such as food waste avoidance (through the Love Food, Hate Waste campaign), smart shopping, home composting and reuse. Compared with other counties in England, Oxfordshire performs very well; our residents produce a lower amount of waste per person than any other county. Reducing waste not only saves councils money as there is less to collect and dispose of, but also helps to reduce carbon emissions from landfill and preserves natural resources used in manufacturing products.

### **9.3. Waste Recycling and Kerbside Collections**

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<sup>1</sup> The remaining 2% is treated by incineration. This typically comprises of clinical and hazardous waste streams unsuitable for landfill.

9.3.1. Oxfordshire has raised its recycling rate from 33% to over 55% in just 5 years, a rate that is still rising. This tremendous performance means that we have already exceeded our target to recycle 55% in 2020. We plan to set new recycling targets as part of this review.

9.3.2. To reach these remarkable recycling rates, Oxfordshire's District Councils have all made substantial changes to their collection schemes, collecting food waste from every house in the county, expanding the range of recyclable materials collected at the kerbside and collecting residual waste on an alternate weekly basis. In the last quarter of 2010/11, each of our District Councils were amongst the top 80 (out of 353 councils in England) for recycling and composting in England and three councils were in the top 10.

#### **9.4. Reducing Landfill**

9.4.1. By promoting waste reduction, reuse, recycling and composting, we have reduced the amount of waste that we sent to landfill each year from 199,686 tonnes in 2005/06 to 119,773 tonnes in 2010/11 (a reduction of 79,913 tonnes). Landfills produce carbon which can contribute to global warming and they need looking after for many decades after they are full. OWP want to continue to reduce the amount of residual waste that we produce and recycle and compost as much as possible, before sending the remainder for energy recovery.

9.4.2. Significant development in new district waste collection systems has accompanied our investment in new waste infrastructure. All Districts have let new waste services contracts helping to increase recycling rates and reduce costs. Some districts have partnered with their neighbours and introduced a shared officer structure realising further savings.

9.4.3. Significant investment in new waste infrastructure has accompanied our development of waste collection systems. Since 2006 we have opened an In-Vessel Composting plant at Ardley and an Anaerobic Digestion facility at Cassington to process household food and green waste from within the county and Oakley Wood HWRC has been fully refurbished. We have also signed a contract to build an EfW plant in Ardley that will be able to take all of Oxfordshire's residual waste and produce enough electricity to power more than 38,000 households.

#### **9.5. Partnership Working**

9.5.1. Many of the achievements set out above have been made possible through the stronger partnership working arrangements established

by OWP. By working in partnership, OWP councils were able to agree Local Area Agreement improvement targets with government. OWP was awarded more than £1 million for meeting these targets, which was subsequently reinvested by the partnership to deliver key objectives within the JMWMS. The fund was used to support the development and roll out of new food waste collection services, the provision of recycling services for flats and the development of commercial waste recycling services. The funding also supported early trials for innovative schemes such as on-street recycling bins and WEEE recycling banks; projects that have subsequently been rolled out across the county.

## **9.6. Commercial Waste Management**

9.6.1. The terms “trade waste” and “commercial waste” are used interchangeably by local councils to describe waste from businesses. To help businesses manage their waste in accordance with the hierarchy, those districts that provide a commercial waste collection service are now able to collect recyclables as well as residual waste. Commercial recycling services were introduced with the help of OWP funding and now operate in Cherwell, Oxford City and West Oxfordshire.

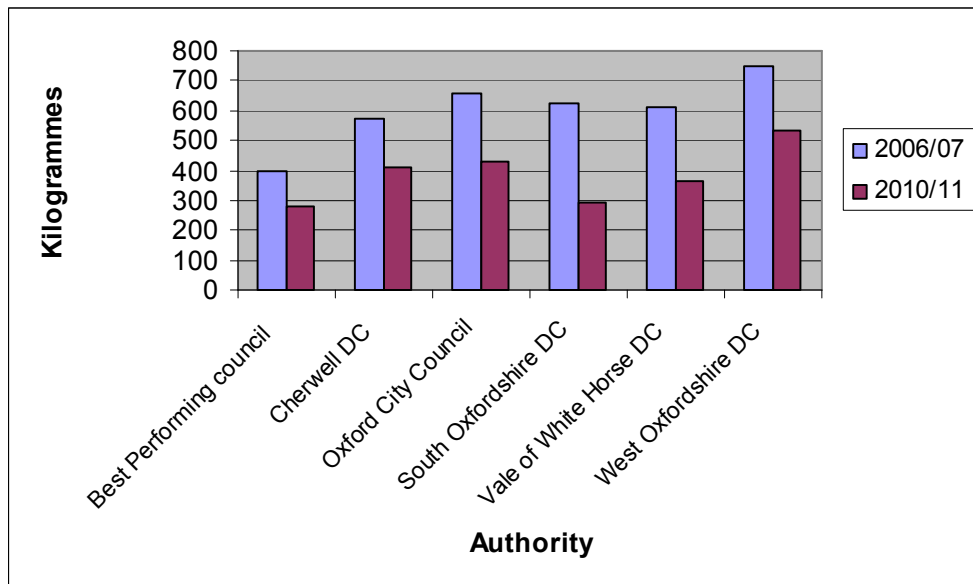
9.6.2. We have provided free of charge waste audits to over 800 businesses, providing detailed information on how they can reduce waste and increase recycling, leading to a potential 60% reduction in waste arisings and an average saving of around £1000/business. OWP has also run networking and information events for different sectors, providing information on legislation and greener ways of working. We have also launched a reuse website ([retrader.org.uk](http://retrader.org.uk)) to allow businesses to reuse unwanted items and assisted groups of businesses to use bulk buying networks to obtain better value.

9.6.3. We are one of the few authorities in the country to have a commercial area at one of its HWRCs, allowing local businesses and sole traders to pay to use the local facility to deposit and recycle waste. To prevent abuse of the household areas of sites we have introduced a van and trailer permitting scheme for householders. By reducing the amount of business waste being illegally deposited as household waste, this scheme has resulted in significant savings. It has allowed us to engage with those businesses misusing the site, enabling us to provide them with information and advice on how to comply with legislation.

## **9.7. Performance benchmarking**

9.7.1. Chart 1 shows how OWP councils have managed to reduce the amount of residual waste produced per household (measured in kg). This is a useful measure as we can compare areas of different population sizes equally. The chart shows that OWP councils produced between 572kg/household/year and 745kg/household/yr in 2006/7. This is much worse than the best performing English council at the time which produced 399kg/household/yr. On the same chart we can see our performance in 2010/11; it is noticeable that we have reduced the amount of waste being produced per household dramatically, with OWP councils now producing between 294kg/household/yr and 530kg/household/yr.

**Chart 1: Total residual waste produced per household (kg)**



9.7.2. Table 1 shows that the achieved reductions in household residual waste levels have improved OWP councils ranking when compared to all other English councils. All District Councils have made significant improvements, with South Oxfordshire improving by 126 places; making it the second lowest producer of residual waste per household in England.

9.7.3. Where schemes have been introduced part way through a year the full impact of the changes is not reflected in the annual performance figures. We are expecting further improvements in 2011/12 as the full-year effect of the changed schemes is seen.

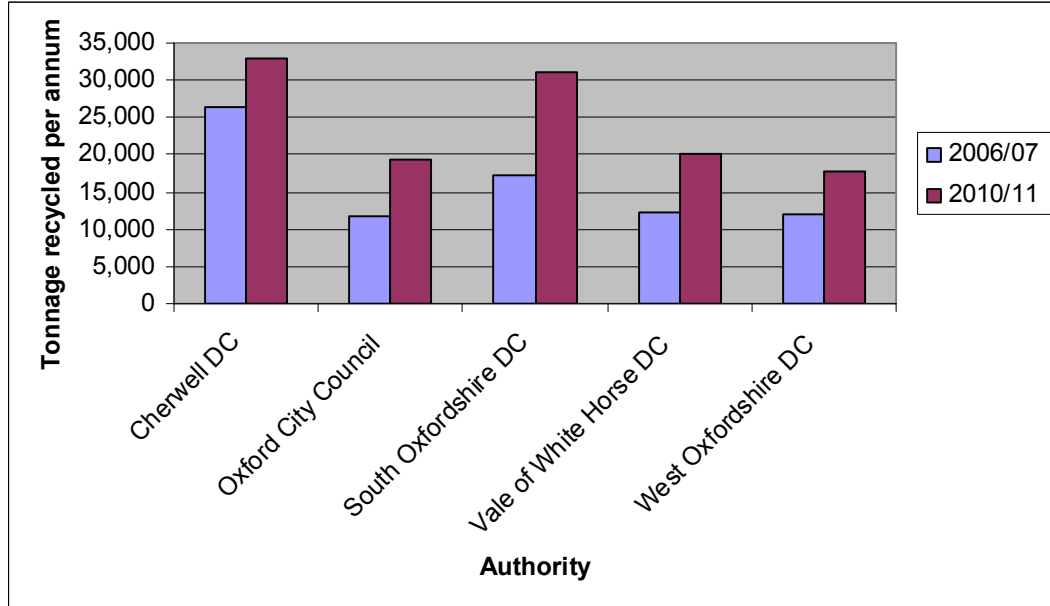
**Table 1: Total residual household waste per household national ranking**

Authority	2006/07 National	2010/11 National	Improvement
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	Ranking	Ranking	
Cherwell D.C	73	28	+ 45 places
Oxford City Council	164	39	+125 places
South Oxfordshire D.C	128	2	+126 places
Vale of White Horse D.C	118	12	+106 places
West Oxfordshire D.C	235	178	+ 57 places

9.7.4. Chart 2 compares the total tonnage of household waste collected for recycling, reuse and composting by OWP Councils for both 2006/07 and 2010/11. All districts are now collecting much higher tonnages. Cherwell District Council has improved upon an already high tonnage collected in 2006/07, whilst changes to collection systems in other districts have also led to improvement. South Oxfordshire District Council has seen the largest increase.

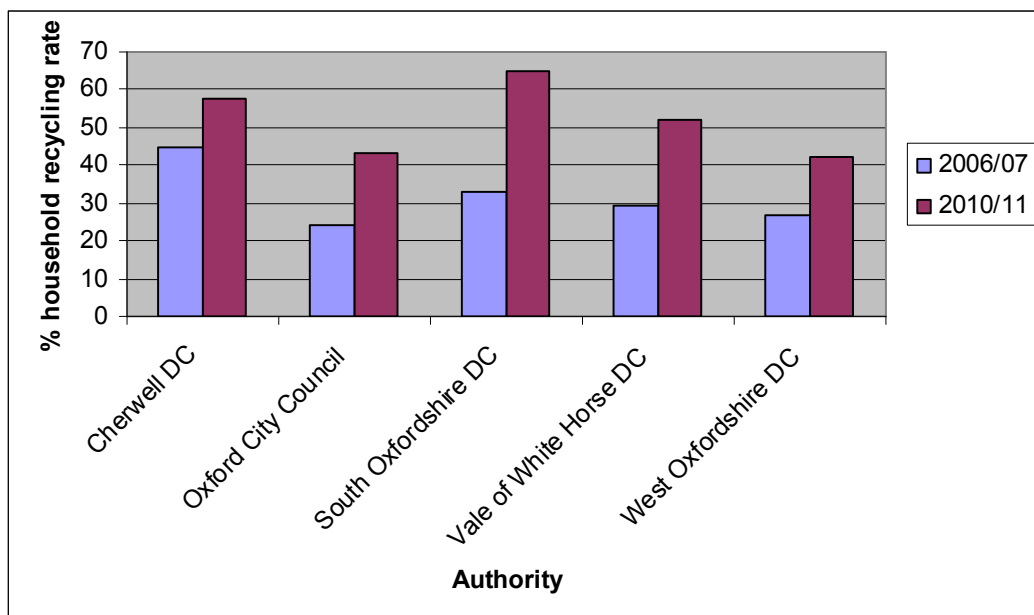
**Chart 2: Tonnage of Household waste collected for reuse, recycling or composting**



9.7.5. Chart 3 sets out the improvements made to District Council recycling rates (%) over the last five years. Huge improvements have been made, with three of the five districts now recycling more than 50%, with further significant improvements anticipated in each area. These improvements have also enhanced positions within the

national league tables with all councils making big improvements. This is shown in Table 2. Full-year effect should see the overall recycling rate for Oxfordshire exceed 60% in 2011/12.

**Chart 3: % Household waste reused, recycled or composted**



**Table 2: National ranking % recycled, reused or composted**

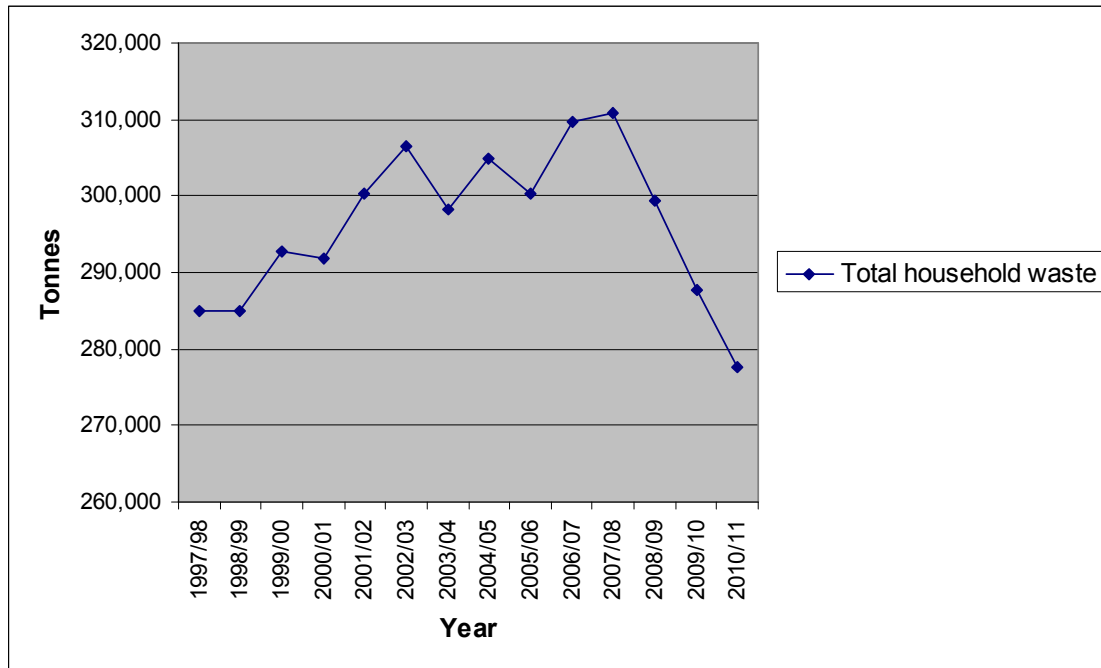
Authority	2006/07 National Ranking	2010/11 National Ranking	Improvement
Cherwell D.C	27	12	+15 places
Oxford City Council	261	118	+143 places
South Oxfordshire D.C	119	2	+117 places
Vale of White Horse D.C	174	32	+142 places
West Oxfordshire D.C	209	128	+ 81 places

## 10. Waste Tonnage Forecasting

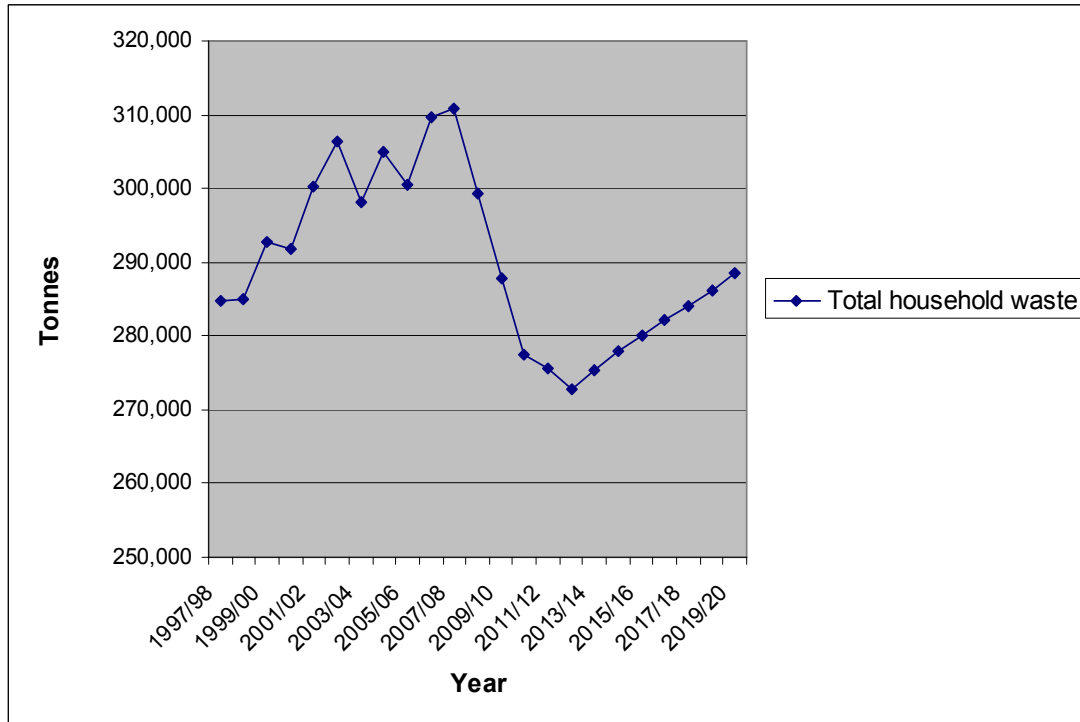
10.1 It is important to try and predict the amount of waste that will be generated during the lifetime of the strategy so that we can plan for its management. Chart 4 plots total household waste arisings over the last 10 years. This shows that historically, waste levels increase over time. Waste generation is influenced by growth in the number of households and also by

economic growth. The last three years have seen a sharp year on year decrease in waste, which we believe is linked to the wider economic recession.

**Chart 4 Oxfordshire total household waste 1997/98 – 2010/11**



10.2 2011/12 provisional data shows that the decrease in waste levels is slowing down, with this year's reduction anticipated to be around 2%, rather than the 4% annual decrease experienced over the past three years. Chart 5 sets out forecast waste arisings through to 2020. We anticipate that waste arisings will continue to reduce, albeit at a lower rate until 2013/14. From this point forward we currently predict 0% growth per household, but with overall waste levels increasing due to growth in the number of houses within the county. Waste arisings are notoriously difficult to predict, as they are influenced by a number of external factors. Therefore, we will seek to regularly update our forecasting information over the life of the strategy.

**Chart 5 Projected household waste levels to 2020**

## 11. Elements of the JMWMS

- 11.1. The 2007 JMWMS consists of a “core strategy” document, detailing the key objectives and policies, then six supporting Annexes detailing how different elements of the core document would be implemented.
- 11.2. Core Strategy Document – This sets the scene and outlines the main policy objectives to be achieved. This document will be updated as part of the 2011 review.
- 11.3. Annex A – Oxfordshire Waste Partnership Action Plan. This document details the short and medium term actions needed to ensure the delivery of the policy objectives. Our progress against this document has been reviewed and is set out within this consultation document. An updated action plan has been produced and is included within this consultation.
- 11.4. Annex B – Waste Reduction and Reuse Plan. This was replaced in January 2011 with the Waste Prevention Strategy 2010-2020. The new document details where we will focus our efforts over the next decade and how we will demonstrate the impact and ‘value for money’ of our activities. This document will not be reassessed as part of the 2011 review. However, performance against its objectives will continue to be

monitored annually and will be subject to future five year reviews in line with the JMWMS timetable.

- 11.5. Annex C - Options for recycling and composting collections. This is an options appraisal carried out by consultants in 2006 to model the recycling rates, collection costs, road kilometres, biodegradable waste diversion and carbon emissions that could be expected from each system. The results were reported in conjunction with Annex D.
- 11.6. Annex D – Options for residual waste (treatment and disposal). This looked at how different collection options (from Annex C) impacted on the treatment and disposal options and the impact that different options would have on meeting the national targets. The results from Annexes C and D were used to inform the development of the WCA collection schemes and the procurement of long-term contracts for food and residual waste treatment.
- 11.7. As decisions have now been made and implemented, these documents have not been reassessed as part of the 2011 review and will be archived. However, as part of the review of Annex F, the likely impacts and suggested mitigation measures for the chosen options have been evaluated.
- 11.8. Annex E – Community engagement and involvement, this document describes how Oxfordshire residents were involved in the development and appraisal of different collection systems, residual waste treatment options and the JMWMS as a whole, and they were able to shape the direction and decisions made. It is proposed that this document is now archived, but public engagement is an important part of this review process and as such we will be seeking views on any changes proposed through this consultation document.
- 11.9. Annex F – The Strategic Environmental Assessment (SEA) identifies, describes and evaluates the likely significant effects of implementing the JMWMS. It suggests a number of mitigation measures to address the issues and problems identified and assessed the potential effectiveness of a number of waste minimisation strategies.
- 11.10. The success of the SEA mitigation measures have been assessed as part of this review and amended where appropriate. The suggested waste minimisation strategies have been assessed and evaluated against those in the Waste Prevention Strategy.

**OWP Policies:**

**12. Policy 1**

Oxfordshire Waste Partnership will encourage the efficient use of resources, reduce consumption and take responsibility for the waste that they produce.

**12.1. Progress to date (2006-2011):**

12.1.1. OWP councils have improved the way in which waste from their own activities and premises is dealt with. Waste audits have shown that District Councils are now recycling 65% of the waste from their own buildings compared to 46% three years ago and have reduced overall levels of waste by over 40%.

12.1.2. The County Council has reused over 39 tonnes of office equipment and furniture from decommissioned buildings by making it available to local businesses and charities, saving them over £132,000 in procurement costs. We are looking to reduce the amount of waste produced by council premises and increase the range of materials that can be recycled.

12.1.3. We are able to provide two free compost bins to schools, along with advice from our Master Composters to help them teach their pupils about home composting and have a wide ranging environmental education scheme, currently delivered by Groundwork Thames Valley designed to engage with pupils, school staff and local communities on a wide range of waste and energy topics. As well as taking these messages home, pupils are also able to improve the environmental impact of their school.

12.1.4. By moving to Alternate Weekly Collections and increasing the efficiency of collection rounds, district councils have been able to reduce vehicle emissions associated with residual waste collection. Development of in-county treatment facilities, such as the food and green waste treatment plants, also helps to reduce distances travelled.

**12.2. The proposed way forward:**

12.2.1. OWP will continue to embed the waste hierarchy (reduce, reuse, recycle, recover) and proximity principle in our decision making. We will continue to improve waste reduction and recycling in council operated premises and regularly monitor our progress, leading by example whenever possible.

12.2.2. Emphasis is shifting, materials can be seen as valuable resources rather than waste. OWP will try to secure the best possible

## OWP20

outlet for our wastes; Some ways in which we will do this are by seeking reuse outlets for furniture and electrical goods and by formulating site waste management plans for all major building, landscaping and construction works that we undertake.

- 12.2.3. We will measure the carbon impact of our activities and contribute towards a 50% Oxfordshire wide reduction of carbon on 2008 levels by 2030.

### Consultation questions – Policy 1:

1 Do you agree with our proposed way forward for Policy 1?

Yes/No

If you disagree please tell us why.

2 What else do you think OWP should do to encourage the efficient use of resources and reduce resource consumption?

**13. Policy 2:**

Oxfordshire Waste Partnership will lobby central government to focus on waste as an integral part of sustainable resource management.

**13.1. Progress to date (2006-2011):**

13.1.1. OWP lobbies the Government directly on legislative changes and policy developments. It responds to relevant government consultations and also writes to Government on issues of concern. OWP officers and partners are members of a number of industry bodies (such as the Local Government Association, Keep Britain Tidy and the Local Authority Recycling Advisory Committee) who work in partnership to influence businesses on national issues such as packaging waste, the quality of the local environment and waste collection systems.

**13.2. The proposed way forward:**

13.2.1. We will continue to support industry bodies in their efforts to influence national issues such as packaging waste and increasing producer responsibility.

13.2.2. We will explore the opportunities presented by the Localism Act 2011, such as increasing the role of local community groups in waste reduction and reuse.

13.2.3. We will lobby to retain enforcement powers, used appropriately, to ensure the proper presentation of waste for collection by householders and businesses. This will enable us to maintain and improve our recycling rates whilst ensuring that streets remain clean and free from obstructions.

13.2.4. We will lobby to stress the importance of waste audits in order to obtain good quality data to inform waste collection policies and identify materials to target for recycling.

13.2.5. Whilst devolved administrations have set targets to achieve 70% recycling and composting by 2025, the 2011 Waste Review by Government did not increase the English National Recycling targets. OWP believe that England should also challenge itself and set higher targets and will lobby government to increase these along with appropriate resourcing.

13.2.6. Through the experience of all of our District Councils, OWP believe that alternate weekly residual collection combined with a food waste collection from every household is the most effective way of helping residents to waste less and recycle more. We will resist any change to return to weekly residual collections which we believe will

lead to a decrease in the amount of waste sent for recycling and increase waste disposal costs.

13.2.7. OWP continues to support the revision of the Controlled Waste Regulations 1992, so that WDAs have the power to recover waste disposal costs from certain establishments listed within “Schedule 2” of the Regulations, which includes waste from:

- Schools and universities
- Hospitals
- Residential and nursing homes
- Prisons
- Public halls

13.2.8. Currently WDAs are burdened with waste disposal costs from these facilities; a situation that fails to apply the polluter pays principle and fails to incentivise waste reduction at such establishments.

Consultation questions – Policy 2:

3 Do you agree with the suggested way forward on influencing and lobbying?

Yes/No

If you disagree please tell us why

4. What do you think are the most important issues to lobby on? Please rank them from 1 – 6 (1 = highest priority);

- Reduction in packaging
- Greater plastics recycling
- Greater incentives for businesses to recycle
- Improving street cleanliness (cigarette butts, litter, chewing gum)
- Enforcement powers to reduce metals theft
- Other (please specify)

**14. Policy 3:**

Oxfordshire Waste Partnership will help households and individuals to reduce and manage their waste through the provision of advice and appropriate services.

**15. Policy 4:**

Oxfordshire Waste Partnership will encourage the controlled reuse and reclamation of items through the provision of advice and appropriate services.

**16. Policy 5:**

In accordance with regional policy, Oxfordshire Waste Partnership will seek to reduce the growth of municipal waste across the country to 0% per person per annum by 2012.

**16.1. Progress to date (2006-2011):**

- 16.1.1. Household waste arisings have decreased by 8% over the last 5 years. Communication campaigns have included 'Love Food, Hate Waste', which promotes food waste avoidance, home composting, real nappies and zero waste places. Our highly successful Community Action Groups (CAGs) have diverted large amounts of material from landfill through holding regular swap shops and have helped communities to become more sustainable in a way that works for them. We have a wide ranging environmental education programme including reuse, recycling, landfill and disposal as well as energy conservation and green technologies. The programme visits schools and community groups across the county. For more information on all of these schemes, please see [www.oxfordshirewaste.gov.uk](http://www.oxfordshirewaste.gov.uk)
- 16.1.2. District Councils have all changed their collection schemes to make it easier for households to recycle a much wider range of materials. Each district has introduced food waste collections and moved to alternate weekly collections for residual refuse.
- 16.1.3. A number of HWRCs have been remodelled since 2006; improving site lay-out and expanding the range of materials that can be recycled.
- 16.1.4. These improvements are reflected in the massive increase in Oxfordshire's recycling rate from 33% to over 55% countywide.
- 16.1.5. In 2010/11 household waste levels decreased by 3.54%. While the changing economy will have an impact on this, Oxfordshire's residents have embraced the waste reduction message and we now produce a lower amount of waste per head than any other County Council in England.

**16.2. The proposed way forward:**

- 16.2.1. We will continue to support residents in their efforts to reduce waste through our waste prevention strategy<sup>2</sup> and environmental education programme. We will support national campaigns and seek to be part of innovative projects that assist residents in reducing their waste even further. We will help to facilitate recycling wherever possible at public events. Additionally all districts now have on-street recycling systems in place which we will continue to develop so that residents can recycle when out and about.
- 16.2.2. We will continue to encourage reuse through a new, dedicated reuse shop in Bicester. We will also provide information to the public about local reuse shops and supporting local communities who wish to exchange goods locally.
- 16.2.3. We have recently developed and will continue to promote an A-Z listing<sup>3</sup> of all the goods and materials that can be reused and recycled in Oxfordshire. This guide includes detailed listings for all the County's charity shops and reuse organisations.
- 16.2.4. We will continue to support local community action on waste reduction through the CAG project. Funded by Oxfordshire County Council and delivered by Resource Futures, the CAG project is a network of more than 30 local community groups taking action on climate change and waste reduction to protect the environment.
- 16.2.5. OWP will continue to produce an annual communications plan setting out how we will contact and engage with Oxfordshire residents on sustainable waste management issues. We will continue to use more established media such as roadshow events, press releases, leaflets, newspaper and radio ads, but will increasingly seek to engage with residents online through websites and social media such as facebook and twitter.
- 16.2.6. It is proposed that Policy 4 is kept as it stands. Policy 5 set a goal to be achieved by 2012. It is proposed that this target is linked to the agreed Waste Prevention Strategy 2010-2020 that sets a longer term goal for waste reduction. Both Policy 5 and Policy 3 deal with waste reduction. It is proposed that these two policies be combined into a single policy which reads:

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<sup>2</sup>[http://portal.oxfordshire.gov.uk/content/publicnet/council\\_services/environment\\_planning/waste\\_recycling/alternative/Waste\\_Prevention\\_Strategy.pdf](http://portal.oxfordshire.gov.uk/content/publicnet/council_services/environment_planning/waste_recycling/alternative/Waste_Prevention_Strategy.pdf)

<sup>3</sup><http://www.owp-reuseguide.co.uk/>

“Oxfordshire Waste Partnership will implement the Waste Prevention Strategy in order to reduce the amount of household waste collected by a total of 130,000 tonnes between 2010 and 2020”

Consultation questions – Policies 3, 4 and 5:

5. Do you agree with keeping Policy 4 and merging Policies 3 and 5?

Yes/No

If you disagree please tell us why

6. What else could we be doing to encourage waste reduction and reuse?

7. How would you like us to communicate with you?

Please rank them from 1 – 5 (1 = highest priority)

- Website
- Leaflet
- Council publications (newsletters, council tax bills)
- Social media (facebook and twitter)
- Local press

### **17. Policy 6:**

Oxfordshire Waste Partnership will provide an integrated system of collection and processing of household waste which will achieve, as a minimum:

By 31<sup>st</sup> March 2010: recycle or compost at least 40% of household waste;

By 31<sup>st</sup> March 2015: recycle or compost at least 45% of household waste;

By 31<sup>st</sup> March 2020: recycle or compost at least 55% of household waste.

#### **17.1. Progress to date (2006-2011):**

17.1.1. Through the tremendous efforts of Oxfordshire's District Councils in introducing effective collection schemes, and the dedication of residents using them, in 2010/11 we achieved the county wide 55% recycling and composting target that we were aiming for in 2020.

#### **17.2. The proposed way forward:**

17.2.1. This is a significant achievement in what appeared in 2006 to be a very challenging target. Our current county wide performance of 55% is 14% higher than the national average recycling rate of 41%.

17.2.2. Under the EU Waste Framework Directive, The United Kingdom is obligated to achieve a 50% recycling and composting rate for household waste by 2020. The devolved administrations in Scotland and Wales have set national recycling targets of 70% by 2025. There are currently no recycling targets for local authorities in England. However, with some Oxfordshire districts approaching a 70% recycling and composting rate, we want to continue to challenge ourselves and as a minimum maintain our already high performance.

17.2.3. Increasing our recycling and composting rates brings both environmental benefits and disposal cost savings, however it does require time and effort from residents and councils to continually improve. With this in mind, we would like to seek opinion on what our recycling and composting targets should be.

17.2.4. We will ensure that all collected materials are of good quality and free from contaminants, such as non recyclable items. This will ensure that collected materials can be recycled into new materials and that lower grade, less environmentally sustainable, applications are avoided wherever possible. We will continue to check on the end markets for our recyclable materials, to ensure that these are reprocessed at legitimate, fully licensed facilities.

[Consultation questions - Policy 6:](#)

8. Do you think that we should set higher recycling and composting targets as part of this five year review?

Yes/No

If you disagree please tell us why

9. In 2010/11 Oxfordshire recycled or composted 55% of its waste. What do you think our county wide recycling and composting targets should be in:

2020?

2025?

10. What help do you think residents need from local councils to reduce waste and recycle and compost even more? Please rank them from 1 – 7 (1 = highest priority);

- Incentives/rewards for increased recycling
- Penalties for not recycling
- Bigger bins
- Food caddy liners
- More frequent recycling collections
- More frequent communications
- Other (please specify)

**18. Policy 7:**

Oxfordshire Waste Partnership will ensure that recycling facilities and services are available to all residents.

**18.1. Progress to date (2006-2011):**

18.1.1. We have sought to ensure access to kerbside residual and recycling collections for all households and are continuing to roll this out to flats. District Councils all offer a bulky waste collection service so that those residents unable to take materials to a HWRC are able to safely and legally dispose of them.

18.1.2. The new kerbside collection schemes have expanded the range of materials that can be recycled, these are supplemented by a network of local recycling banks in each district. The result of these changes has meant that visitor numbers and tonnages at HWRCs have declined significantly as residents have less need to visit a HWRC. In March 2011, following consultation, a new HWRC strategy was agreed which aims to locate HWRCs nearer to large centres of population, focusing on better quality facilities that can accept a greater range of materials while also saving around £450,000 in management and disposal costs by 2016/17.

**18.2. The proposed way forward:**

18.2.1. Recycling and food waste collections from flats will continue to be rolled out over the short term, ensuring that as many households as possible have access to these services.

18.2.2. Wherever possible we aim to ensure an uninterrupted collection schedule for residents. During periods of severe weather we will use a range of methods to communicate with residents and keep them updated, as well as working with Highways departments to keep roads accessible. We have robust catch-up plans in place for times where services are unavoidably affected by the weather. We will continue to contribute to emergency plans to ensure that waste management services are available to residents following other events such as flooding.

18.2.3. We will try to ensure that recycling banks are located in easily accessible places and can accept a wide range of materials, including those that cannot be collected at kerbside (such as small electrical goods) and we will work to recycle more of the bulky waste collected directly by District Councils. Where education and enforcement measures are unsuccessful, sites that are continually prone to abuse and fly tipping may be removed in order to protect the local environment and reduce disposal and clean up costs.

18.2.4.

We will implement our HWRC strategy, aiming to locate modern, fit for purpose sites centres near to centres of population. We will continue to investigate outlets for materials, aiming to recycle as much of the material deposited at sites as possible. We will support reuse facilities and work with charities to repair and refurbish materials for resale where possible.

18.2.5. As HWRCs are increasingly located near to large centres of population, the District and County Councils will also investigate the possibility of establishing staffed 'recycling only' sites in more rural areas of the county where householders are able to take larger items (such as fridges, TVs and green waste) for recycling, but these sites will not accept residual waste.

Consultation questions – Policy 7:

11. Are there any changes that you would like to see to our recycling systems?

Yes/No

Please specify

12. What other materials would you like to see collected at Household Waste Recycling Centre for recycling?

13. Would you welcome the development of staffed recycling only sites located in rural areas of the county?

Yes/No

Any further comments?

### **19. Policy 8:**

Oxfordshire Waste Partnership will encourage householders and businesses to separate waste for recycling collections by providing targeted information and awareness raising.

#### **19.1. Progress to date (2006-2011):**

19.1.1. All residents are asked to separate their recyclables and food from their residual waste for separate collection. Collection calendars are distributed to households, residents can subscribe to text services or use social media (such as Twitter) to remind them which bin to put out when, especially around bank holidays. Each council has extensive details on their website with additional information to help residents identify what can be recycled, where and when.

19.1.2. To help people understand what happens to the waste they put out for recycling, we arrange tours for community groups and schools of the anaerobic digestion plant, local materials recycling facilities, HWRCs and landfills and have videos of the processes online.

19.1.3. We have offered waste audits to companies to help them identify where they can increase recycling and save money. We have also initiated a pilot business waste recycling bring site to establish the demand and feasibility of the facility and have a commercial waste recycling area in one HWRC. 'Re-trader', an online materials exchange for businesses has also been established where unwanted goods can be exchanged with other companies and voluntary groups. The site also provides information to businesses to enable them to dispose of their waste legally<sup>4</sup>.

#### **19.2. The proposed way forward:**

19.2.1. A new Business Recycling and Waste Services Commitment has been developed by the Waste and Resources Action Programme (WRAP) to help local authorities improve the satisfaction of business customers with how their rubbish and recycling is collected and ultimately boost recycling rates. OWP councils that collect commercial waste will sign up to this commitment, which focuses on:

- Making recycling easy
- Providing value for money
- Consulting on and clearly communicating services.

19.2.2. OWP will continue to work with businesses to help them reduce the amount of waste that they produce and increase the

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<sup>4</sup> [www.retrader.org.uk](http://www.retrader.org.uk)

amount that they can recycle. We will seek to be part of pilot projects that can offer businesses opportunities to improve their environmental impact and reduce their costs.

19.2.3. Those district councils that collect commercial waste will look to introduce additional material streams making it easier for companies to increase their recycling rate and ensuring compliance with the EU Waste Framework Directive requirement to separate at least paper, metal, plastic and glass from the municipal waste stream (i.e. local authority collected waste) by 2015.

19.2.4. Policies 3, 4, and 5 deal with the management of household waste, but only Policy 8 covers business waste. In order to avoid potential duplication with other policies and also to strengthen the role of business waste management within the JMWMS, it is proposed that Policy 8 focuses only on business waste and is reworded to read:

“Oxfordshire Waste Partnership will encourage businesses to reduce and reuse waste and separate waste for recycling collections by providing targeted information and awareness raising.”

Consultation questions – Policy 8:

14 What else can local authorities do to help businesses reduce waste and recycle more? Please rank them from 1 – 6 (1 = highest priority);

- Online materials exchange for businesses (Freecycle/Ebay for local businesses)
- Access to HWRCs (at a reasonable charge)
- Development of recycling banks at business parks (at a reasonable charge)
- District council recycling collections
- Advice and information on waste management
- Other (please specify)

15. Do you agree with the reworded policy?

Yes/No

If you disagree please tell us why

**20. Policy 9:**

Oxfordshire Waste Partnership will provide a system for recovering value from residual waste in order to meet LATS targets.

**21. Policy 10:**

The Oxfordshire Waste Partnership will ensure optimum use of landfill void.

**21.1. Progress to date (2006-2011):**

21.1.1. The Landfill Allowance Trading Scheme is a regulatory mechanism designed to reduce the amount of biodegradable waste that councils send to landfill. In order to meet our targets and avoid fines, Oxfordshire has established two food waste treatment plants and has procured an EfW plant to recover value from any residual waste. The EfW plant is due to open in winter 2014/15

21.1.2. In the 2011 waste review, Defra abolished LATS with effect from 2012/13, acknowledging that other factors were encouraging recycling and diversion from landfill. Whilst Oxfordshire no longer needs to meet LATS targets, the EU Landfill Directive targets for the UK as a whole remain in place, restricting the amount of waste that the country as a whole should landfill. Government continues to discourage landfill through a landfill tax, which will reach £80 per tonne by 2014.

21.1.3. Landfill void is the term used to describe the remaining capacity at landfills; as more waste is deposited the void space decreases. England has limited landfill void space, through waste reduction and increased recycling we have helped to preserve landfill void in the within Oxfordshire.

21.1.4. Oxfordshire's planned increase in reuse capacity as well as our high recycling rate emphasises our commitment to the waste hierarchy and to only recovering energy from non recyclables. The EfW plant will reduce our dependency on landfill even further preserving void space.

**21.2. The proposed way forward:**

21.2.1. We will continue to divert material away from landfill, driving materials up the waste hierarchy and contribute to the achievement of EU landfill directive targets that the UK must meet. We will do this through implementing our waste prevention strategy, working to increase reuse capacity and by maximising the capture rates of our recycling and composting collection systems. All residual waste (that can be processed by EfW) will be treated at the Ardley facility once it is opened, a facility that will also produce enough energy to power 38,000 homes

21.2.2. Bulking and transfer facilities will be procured in 2012/13 to ensure that District Council collected waste can easily be transferred to the Ardley EfW. These facilities will result in fewer vehicle movements to the Ardley site and will help to ensure that the productivity of District Council collection rounds is not adversely affected.

21.2.3. As part of the Zero Waste Economy envisaged by national Government, landfill is the waste management option of last resort. After waste reduction, reuse and recycling has taken place, we should seek to recover energy from waste, aiming to send as little material to landfill as possible. There are some materials that are not suitable for processing in the EfW plant (such as mattresses, glass, PVC doors and windows), and these will be targeted for recycling where possible. We aim to send less than 5% of our untreated residual waste to landfill.

21.2.4. Due to the abolition of LATS and the development of the EFW it is proposed that Policies 9 and 10 are combined and reworded to read:

“Oxfordshire Waste Partnership will provide a system for recovering value from residual waste in order to minimise the amount sent to landfill. OWP seek to landfill less than 5% of its non recyclable waste from 2015 onwards.”

Consultation questions – Policies 9 and 10:

16. Do you agree with the reworded policy?

Yes/No

If you disagree please tell us why

**22. Policy 11:**

Oxfordshire Waste Partnership will provide waste management services for specialised, potentially polluting material streams such as hazardous waste and waste electrical and electronic equipment, which meet and exceed legislative requirements.

**22.1. Progress to date (2006-2011):**

22.1.1. Household clinical waste is collected by District Councils as part of a dedicated collection round. It is either landfilled or incinerated as appropriate. We have facilities at HWRCs to recycle where possible, electrical items, florescent tubes and energy saving light bulbs, hazardous household chemicals, batteries, plasterboard and asbestos. We are also introducing electrical recycling banks for small household electrical items across the county. We have ensured that there is a clear audit trail and that we know where all of our materials go for reprocessing. OWP has funded PAT testing equipment for use by community groups at swap shops so that good quality electrical items can be reused.

**22.2. The proposed way forward:**

22.2.1. The EfW will not be able to process hazardous waste and therefore hazardous waste is likely to continue to be managed separately. District Councils will work with clinical waste service users to ensure that material is correctly classified and segregated to ensure environmental and cost effective management of the waste. We will also continue to encourage the repair and reuse of electrical items through the planned reuse shops and by providing PAT equipment and training to community groups running swap shops.

**Consultation questions – Policy 11:**

17 Is there anything else that we should do to improve our current approach to managing hazardous waste streams?

**23. Policy 12:**

Oxfordshire Waste Partnership, working with the Waste Planning Authority, will ensure that waste facilities are suitably sized and distributed with the aim of minimising the transport of waste. Facilities will be well related to areas of the population, given the environmental and amenity constraints, and the availability of suitable sites.

**23.1. Progress to date (2006-2011):**

23.1.1. Oxfordshire has secured long term contracts to manage our food, green and residual waste, these facilities are capable of managing more than just our household waste. Facilities have been designed to be able to treat waste from commercial and industrial businesses. Due to the high costs of constructing and operating new technologies, larger facilities are often more commercially viable than smaller sites.

**23.2. The proposed way forward:**

23.2.1. OWP works closely with the Minerals and Waste Planning Team to ensure that Oxfordshire has the capability to treat materials or move them to processing plants. The County Council is preparing a new Minerals and Waste Plan, which will set out a strategy and policies for the location of new waste facilities that are needed in Oxfordshire. While we are fully capable of managing all of our own residual waste, flexibility for recyclate to move into and out of the county for processing will allow more materials to be returned to productive use, allowing greater environmental benefits to be realised. Where appropriate we encourage businesses to establish themselves appropriately within Oxfordshire and increase our capacity to manage our own recycling, seeing environmental benefits by reducing the miles that Oxfordshire's recycling will have to travel.

[Consultation questions Policy 12:](#)  
[18 Do you have any views on Policy 12?](#)

**24. Policy 13:**

Oxfordshire Waste Partnership will assist the development of local markets for recovered materials.

**24.1. Progress to date (2006-2011):**

24.1.1. OWP encourages local reprocessing wherever possible to ensure that materials are processed and used locally. We have an extensive network of community led groups focussing on waste reduction and sustainable living; the Oxfordshire CAG project is widely hailed as best practice. OWP also funds a network of “Master Composters” – volunteers that promote and encourage home composting in their local communities.

24.1.2. OWP promotes local repair and refurbishment outlets and organisations to encourage people to reuse goods locally rather than send them further afield for recycling. We work with local charities such as Emmaus and Orinoco who collect and refurbish furniture and bikes from some HWRCs and we are looking to expand this where possible.

24.1.3. For businesses, our ‘Retrader.org.uk’ website allows them to market unwanted items and surplus goods to others. Outputs from our food and green waste treatment are used by local farmers as a soil conditioner, reducing the need for farmers to purchase expensive, man made fertilisers made using non renewable sources. We promote the purchase of goods made from recycled materials and try to lead by example.

24.1.4. Local facilities were encouraged when procuring interim landfill contracts and food and garden waste treatment facilities, with the distance travelled by District Council collection vehicles to treatment facilities forming part of our contract evaluation criteria.

**24.2. The proposed way forward:**

24.2.1. We will continue to use waste audits to identify materials that could be removed from the residual waste stream. When investigating potential new reprocessors for our materials we will encourage local facilities to tender for our business. To increase reuse capacity within the county we will work with local charities and businesses to repair items for resale. OWP is currently seeking to develop reuse stores in community settings such as Bicester. We are also looking to increase the range of items recycled; with inert waste and mattresses both forming part of a current recycling trial with local reprocessors.

Consultation questions – Policy 13:

19. Please tell us if you think there is anything else you think we could do to encourage local markets for reprocessed materials.

**25. Policy 14:**

Oxfordshire Waste Partnership will develop methods of working together to improve the level of service through effective and efficient use of resources within Oxfordshire.

**25.1. Progress to date (2006-2011):**

25.1.1. OWP operates as a statutory joint committee. It is responsible for the development of a JMWMS for Oxfordshire and oversees the implementation of a joint strategy action plan. OWP also delivers a number of functions on behalf of its partner councils, the main one being communications support. This includes the marketing and promotion of waste management services, working with and supporting community groups and overseeing the environmental education programme.

25.1.2. By working together, OWP has been able to secure good value, long term services to manage Oxfordshire's waste into the next decade. A strong partnership was central to the recent development of food waste collection and treatment, where all partner councils had to invest in new systems in a coordinated way.

25.1.3. South Oxfordshire and Vale of the White Horse District Councils have integrated a large number of services, including waste management; making substantial savings while delivering a new award winning service. Cherwell District Council has partnered with South Northamptonshire District Council to form a shared management structure. West Oxfordshire is working in partnership with Cotswold District Council and all OWP councils are partnering to procure goods and services such as fuel and bins together.

25.1.4. We have developed a joint environmental education programme with the Environment and Climate Change team at Oxfordshire County Council. This replaces two previously discreet services and allows schools to book a comprehensive green education package for their pupils, covering both waste and energy issues.

**25.2. The proposed way forward:**

25.2.1. OWP will continue to work together to coordinate our activities making it easier for Oxfordshire's residents to reduce the amount of waste they produce and increase the amount they can recycle and compost.

25.2.2. Waste partnerships in other parts of the country have different ways of working. Some operate under less formal agreements whilst others have gone further and integrated waste

management services in to a single service. Under this approach, a single local authority is given responsibility for all waste management services and waste collection services are harmonised, so that a consistent level of service is provided across a county area.

25.2.3. The development of a joint waste authority (or similar structure) may offer long term savings. However, forming these partnerships is complex and there is no guarantee of the level of savings that would be achieved. A loss of local control over services is also sometimes raised as a concern when discussing this approach.

25.2.4. OWP will explore the development of stronger partnership working structures to ascertain whether these might improve value for money and service quality.

Consultation questions – Policy 14:

20 Should OWP explore the development of stronger partnership working for Oxfordshire?

Yes/No

21 What else would you like to see us doing to develop the OWP?

## **26. Local Environmental Quality**

### **26.1. Progress to date (2006-2011):**

26.1.1. District councils are responsible for local environmental quality (LEQ). This includes services such as street sweeping, removing fly-tipping, graffiti and fly-posting, cleaning chewing gum deposits, emptying litter bins and tackling dog fouling. They also have the responsibility of enforcing these offences and are able to prosecute those caught littering, fly-tipping, allowing their dog to foul, or for misusing waste services (for example depositing commercial waste at a HWRC or using their kerbside collections for the disposal of commercial waste).

26.1.2. Since the adoption of the JMWMS OWP has taken on a wider role that now includes the coordination of LEQ issues. Similar to our waste management function, OWP is responsible for the development of joint communications campaigns and sharing information and best practice on subjects such as litter and fly-tipping. Through the collective efforts of OWP councils, levels of fly-tipping have more than halved, whilst over 95% of streets monitored we found to be free or largely free of litter (obtaining grades A or B under the National Indicator 195 reporting framework).

26.1.3. We have worked in partnership with highways colleagues in all Districts to overcome the litter problem following the cutting of grass verges along fast roads. District Councils and the Highways Authority now work in Partnership to co-ordinate grass cutting and litter clearance efforts. This has improved the cleanliness of major routes throughout Oxfordshire

26.1.4. In November 2010 a van and trailer permitting scheme was introduced at HWRCs. Householders owning a van or trailer are asked to register for a permit to allow them to deposit their household waste at site. Businesses are not granted a permit and are referred to sites that can accept commercial waste. Early indications are that this scheme has successfully deterred commercial users, reducing waste at site by around 14% and saving around £250,000 in disposal costs in the first 8 months of operation, without a corresponding increase in fly-tipping.

### **26.2. The proposed way forward**

26.2.1. District Councils within OWP will work to ensure that litter and dog waste bins are available and correctly situated and we will continue to take enforcement action against those caught committing environmental crimes.

- 26.2.2. We will continue to work with the Highways Agency to ensure that road verges are litter picked before being mown to maintain cleanliness standards.
- 26.2.3. High levels of local litter are often associated with fast food outlets. We will work with national bodies to influence fast food and convenience store outlets, aiming to ensure that high Local Environmental Quality standards are maintained.
- 26.2.4. Oxfordshire County Council will continue the van and trailer permitting scheme, with support for enforcement coming from District Council partners. This scheme reduces the cost to the tax payer by ensuring that HWRCs are not used to illicitly dispose of business waste.
- 26.2.5. OWP will continue to develop promotional and educational campaigns to promote positive behaviour and good local environmental quality. Campaign messages will be developed according to local priorities identified through our monitoring data. These may include campaigns to discourage littering, dog fouling and fly tipping.
- 26.2.6. OWP councils are part of a wider flytipping forum and work with neighbouring councils, Thames Valley Police and the Environment Agency to share information and develop best practice on reducing environmental crime.
- 26.2.7. To reflect OWP's ongoing role in LEQ issues, the following strategic objective is proposed:

“Oxfordshire Waste Partnership will seek to improve local environmental quality through effective communications and enforcement activity.”

#### Consultation Questions – Local Environmental Quality:

22. What are your views on the proposed policy for LEQ?

23. Which LEQ issues should we prioritise for communications and enforcement activity, and what could we do to further reduce:

- litter
- fly tipping
- graffiti
- fly posting
- dog fouling
- depositing chewing gum, and

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- misuse of waste and recycling services (including commercial waste misuse of Household Waste Recycling Centres)?
- Other? (please specify)

Consultation questions:

24. Annex A (available to download from the page [XXXX](#)) details our action plan for the next 5 years.

Do you have any comments?

25 Are there any other areas that you feel OWP should be focusing on?

26 Is there anything else that you would like to comment on?

## 27. Glossary of Terms

CAG	Community Action Group
EfW	Energy from Waste
EU	European Union
HWRC	Household Waste Recycling Centre
JMWMS	Joint Municipal Waste Management Strategy
LATS	Local Authority Trading System
LEQ	Local Environmental Quality
M&WDF	Minerals and Waste Development Framework
OCC	Oxfordshire County Council
OWP	Oxfordshire Waste partnership
PAT	Portable Appliance Testing
SEA	Strategic Environmental Assessment
UK	United Kingdom
WCA	Waste Collection Authority
WDA	Waste Disposal Authority
WEEE	Waste Electrical and Electronic Equipment
WET	Waste and Emissions Trading Act
WPA	Waste Planning Authority
WPS	Waste Prevention Strategy
WRAP	Waste and Resources Action Programme

**Annex A**

Actions	How do we achieve the action?	What is the outcome of the action?	What resources are required?	What are the risks associated with achieving this action?	When does the action need to be completed?	Who is responsible for the action?
<p><b>Working Together:</b>                      Policy 1: Oxfordshire Waste Partnership will encourage the efficient use of resources, reduce consumption and take responsibility for the wastes that they produced                      Policy 2: Oxfordshire Waste Partnership will lobby central government to focus on waste as an integral part of sustainable resource management</p>						
1. Adoption of Oxfordshire Waste Partnership revised strategy.	Completion of public consultation exercise.  Review of individual action plans.	Up to date strategy.  Commitment to the new strategy from partner councils and public.	Officer time.  Partnership funding.	Lack of public buy in to proposed activities.	01/04/12	OWP
2. Wherever possible respond jointly to Government consultations.	Include the preparation of joint responses within the yearly action plan.  Considering relevant consultations at OWP and officer meetings.	Views of OWP considered nationally.  Greater potential to influence national policy.  Shared understanding of national developments.	Officer time.	Failure to reach consensus on joint OWP responses.	Ongoing.	OWP
3. Maintain lobbying function on issues of importance to OWP.	Engage with government and national bodies on relevant issues.	Better policy outcomes that align with the strategy.	Officer time.	None identified.	Ongoing.	OWP

Actions	How do we achieve the action?	What is the outcome of the action?	What resources are required?	What are the risks associated with achieving this action?	When does the action need to be completed?	Who is responsible for the action?
4. Partnership Councils to lead by example by reduction, reuse and recycling of wastes from their own activities	<p>Explore options for reuse of surplus office equipment and furniture.</p> <p>Review opportunities for waste reduction, reuse and recycling.</p> <p>Review education programme for staff and building users.</p> <p>Work with other departments to ensure site waste management plans in place for all major building works.</p>	<p>Reduced disposal costs.</p> <p>Reduced procurement costs.</p> <p>Case studies to share with local businesses.</p> <p>Engaged staff able to work effectively and reduce the impact on the environment.</p> <p>Reduced waste arisings from our construction activities.</p>	<p>Good quality data for monitoring and evaluation.</p> <p>Officer time.</p>	<p>Increased management and communications costs.</p>	Ongoing.	<p>OWP</p> <p>Individual Partner Councils.</p>
5. OWP partners will aim to reduce the carbon impact of our activities.	Use carbon accounting to measure both the embodied carbon and carbon emissions resulting from our work.	<p>Mitigate the impacts of climate change.</p> <p>Contribute to the Oxfordshire 2030 targets.</p>	<p>Good quality data for monitoring and evaluation.</p> <p>Officer time.</p> <p>Investment in analytical software.</p>	<p>Lack of available funding.</p> <p>Not reaching carbon reduction targets.</p>	Monitoring software in place by October 2012.	<p>OWP</p> <p>Environment Partnership.</p>
<p><b>Waste Prevention and Reuse:</b></p> <p>Policy 3+ 5: Oxfordshire Waste Partnership will implement the Waste Prevention Strategy in order to reduce the amount of household waste collected by a total of 130,000 tonnes between 2010 and 2020 (based on 2009/10 baseline).</p> <p>Policy 4: Oxfordshire Waste Partnership will encourage the controlled reuse and reclamation of items through the provision of advice and appropriate services.</p> <p>New policy: "Oxfordshire Waste Partnership will seek to improve local environmental quality through effective communications and enforcement activity."</p>						

Actions	How do we achieve the action?	What is the outcome of the action?	What resources are required?	What are the risks associated with achieving this action?	When does the action need to be completed?	Who is responsible for the action?
6. Implement the action plan to support the delivery of the Waste Prevention Strategy (WPS) 2010-2020.	Fund, develop, support and promote waste reduction reuse and recycling initiatives in households, schools, and communities.  Support the development of reuse and repair facilities across the county.	Reduced household waste arisings.  Support community Sector.  Increase customer satisfaction.	Officer Time.  Funding from Partnership budget.  External funding to be sought for reuse and repair facilities.	Activities fail to influence waste levels and do not prove value for money.  Lack of external funding.  Failure to work effectively with community sector.		OWP.
7. Deliver effective communications to support the WPS	Develop and implement plans to deliver each of the areas identified in the WPS.  Build campaigns with strong branding that link with national messages.  Work with community groups to gain feedback and ideas.  Engage with new groups through social media channels.	Agreed OWP communications action plan.  Education of Oxfordshire's residents on waste reduction issues.  Involvement of community groups in development and delivery of campaigns.	Officer time.  Funding from Partnership budget.	Failure to reach target audience.  Activities fail to influence waste levels and do not prove value for money.	Annual action plan to be agreed by March.  Targets as per WPS.	OWP

<b>Actions</b>	<b>How do we achieve the action?</b>	<b>What is the outcome of the action?</b>	<b>What resources are required?</b>	<b>What are the risks associated with achieving this action?</b>	<b>When does the action need to be completed?</b>	<b>Who is responsible for the action?</b>
8. Maintain the Environmental Education programme to engage with school children in their local community.	Work with the Environment and Climate Change team to monitor the joint energy and waste contract for schools.	Reduced MSW arisings. Behaviour change amongst children and their families. Increased recycling rate.	Partnership funding of £80,000pa. Officer time. Corporate sponsorship and engagement also to be sought.	Lack of interest and commitment from local businesses.	Contract in place until October 2013.	OWP OCC Environment and Climate Change team.
9. Continue to develop recycling-on-the-go facilities including on street recycling bins and recycling facilities at public events.	Continue to roll out and increase the provision of on street recycling containers. Provide advice, information and services to organisers of public events.	Increased recycling rate. Reduced littering.	Funding for new bins. Public events recycling to be self funding.	Contamination of recycle.	Ongoing.	District councils.

Actions	How do we achieve the action?	What is the outcome of the action?	What resources are required?	What are the risks associated with achieving this action?	When does the action need to be completed?	Who is responsible for the action?
10. Develop consistent enforcement policies and joint communications campaigns on controlling waste and local environmental quality issues.	<p>Implement coordinated enforcement plans and policies to maintain local environmental quality issues, control waste and manage trade waste abuse.</p> <p>Implement joint communications campaigns to deter illegal activity and promote positive environmental behaviours.</p> <p>Information sharing to reduce cross border issues and identify larger scale activity.</p>	<p>Prevention of trade waste abuse and fly-tipping.</p> <p>Cleaner streets.</p> <p>Pooled resources to achieve more successful enforcement outcomes.</p> <p>Increased awareness/high levels of compliance of duty of care and waste carriers registration.</p> <p>Reduction in the amount of trade waste in the household waste stream.</p>	<p>Officer time.</p> <p>Funding for communications campaigns promoting awareness and compliance.</p> <p>Continued funding to Implement enforcement activity.</p> <p>Covert surveillance Equipment.</p>	<p>Failure to reach target audience.</p> <p>Activities fail to influence waste levels and LEQ and do not prove value for money.</p> <p>Lack of support from magistrates in local courts to prosecute offenders.</p> <p>Lack of support from local private land owners and highways authority.</p> <p>Continued trade waste abuse of the household waste stream.</p>	<p>Annual communications plan to be agreed by March each year.</p> <p>Current enforcement policies to be reviewed and aligned by March 2013.</p>	<p>OWP</p> <p>Partner councils.</p>
<p><b>Recycling and Composting:</b></p> <p>Policy 6: Oxfordshire Waste Partnership will continue to set challenging recycling &amp; composting targets and as a minimum maintain existing high performance. (N.B. recycling &amp; composting target levels will be finalised following public consultation).</p> <p>Policy 7: The Oxfordshire Waste Partnership will ensure that recycling facilities and services are available to all residents.</p> <p>Policy 8: Oxfordshire Waste Partnership will encourage businesses to separate waste for recycling collections by providing targeted information and awareness raising.</p> <p>Policy 13: The Oxfordshire Waste Partnership will assist the development of local markets for recovered materials.</p>						

Actions	How do we achieve the action?	What is the outcome of the action?	What resources are required?	What are the risks associated with achieving this action?	When does the action need to be completed?	Who is responsible for the action?
11. Ensure high participation, with low contamination levels, in kerbside collection schemes to deliver Policy 6.	<p>Continue to investigate and include additional materials into the kerbside schemes.</p> <p>Promote recycling of existing materials.</p> <p>Promote services through Community engagement and distribution of communications materials.</p> <p>Develop and implement targeted communications campaigns to reduce contamination levels and increase capture rates.</p>	<p>Increased recycling.</p> <p>Community engagement and support.</p> <p>Policy 6 targets delivered to deadlines.</p>	<p>Officer time.</p> <p>Support from communications teams and collections contractors.</p>	<p>Actions are not sufficient to deliver policy 6 targets.</p> <p>Participation levels do not increase.</p> <p>Contamination levels increase.</p>	In line with Policy 6 targets.	<p>OWP.</p> <p>Partner Councils.</p>
12. Increase roll out of recycling schemes so that all flats and households in the county have access to the full range of services.	Work with the community and contractors to extend collections.	<p>Reduced residual waste arisings.</p> <p>Increased recycling from flats.</p>	<p>Officer time.</p> <p>Funding.</p>	<p>Low participation.</p> <p>Contamination levels increase.</p> <p>Activities fail to influence recycling levels and do not prove value for money.</p>	March 2014.	OWP.

Actions	How do we achieve the action?	What is the outcome of the action?	What resources are required?	What are the risks associated with achieving this action?	When does the action need to be completed?	Who is responsible for the action?
13. OWP will implement the HWRC strategy, locating sites nearer to centres of large population.	OCC to implement strategy at appropriate sites, aiming to increase the number of materials collected for reuse, and recycling.	Increased reuse levels. Increased commercial waste provision. Decreased contamination. Cost savings.	Officer time. Funding for new sites.	Reduced public engagement where sites have closed.  Recycling rates reduce.	Completed by 2015.	OWP OCC
14. OWP will provide targeted advice to businesses on waste reduction and recycling. External funding will be sought to increase the opportunities available to Oxfordshire businesses.	Develop action and communications plan to engage with business.  Dedicated Commercial Waste Reduction Officer to provide advice to businesses.  External funding will be sought from a variety of sources to help business and contribute to pilot projects.	Reduced business waste, increasing resilience of local businesses.  Increased business compliance with legislation resulting in reduced trade waste abuse and fly tipping.	Funding.  Officer time.	Reduced availability of external funding.  Failure to engage with businesses.	Ongoing.	OWP

Actions	How do we achieve the action?	What is the outcome of the action?	What resources are required?	What are the risks associated with achieving this action?	When does the action need to be completed?	Who is responsible for the action?
15. OWP will provide targeted and specific advice to residents regarding their recycling services, particularly to low-performing areas and will continue to encourage residents to use recycling services, at the kerbside, bring banks and the Household Waste Recycling Centres (HWRCs).	Develop and implement appropriate education, and communications programmes.  Continue to develop and improve collection systems and site infrastructure.	Reduced MSW arisings.  Increased recycling.  Decreased contamination.	Officer time.  Continued OWP funding for communications plan.	Participation does not increase.	Annual communications plan to be agreed by March each year.  Education contract in place until October 2013.	OWP
16. OWP will aim to source local reprocessors for recycle to reduce the distance that our waste has to travel.	Travel distance will feature in procurement criteria and local reprocessors will be invited to tender for our business.  When identifying new material streams to recycle, the ability of the local market to accept them will be considered.	Reduced travel distance and associated emissions for recycle.  Increased recycling rates.  Potentially improved local business economy.	Officer time.  Support from procurement team.  Sign up from district councils.	No local businesses available to accept material.  Local businesses not able to meet other procurement criteria.  Materials tied into long term contracts, limiting flexibility to explore new markets.	Ongoing.	OWP

Actions	How do we achieve the action?	What is the outcome of the action?	What resources are required?	What are the risks associated with achieving this action?	When does the action need to be completed?	Who is responsible for the action?
<p><b>Residual waste and sustainable waste management</b></p> <p>Policy 9 + 10: "Oxfordshire Waste Partnership will provide a system for recovering value from residual waste in order to minimise the amount sent to landfill. OWP seek to landfill less than 5% of its non recyclable waste from 2015 onwards."</p> <p>Policy 11: The Oxfordshire Waste Partnership will seek to provide waste management services for specialised, potentially polluting material streams such as hazardous waste and waste electrical and electronic equipment, which meet and exceed legislative requirements.</p> <p>Policy 12: The Oxfordshire Waste Partnership, working with the Waste Planning Authority, will ensure that waste facilities are suitably sized and distributed with the aim of minimising the transport of waste. Facilities will be well related to areas of the population, given the environmental and amenity constraints, and the availability of suitable sites.</p> <p>Policy 14: The Oxfordshire Waste Partnership will develop methods of working together to improve the level of service through effective and efficient use of resources within Oxfordshire.</p>						
<p>17. Successful construction and commissioning of the residual waste treatment facility.</p>	<p>Work with contractors to ensure build programme proceeds as planned.</p> <p>Work with District councils to ensure bulking and haulage arrangements are in place for start of EFW contract.</p>	<p>EFW facility ready on time to reduce amount of waste sent to landfill and associated cost implications.</p> <p>Energy generation to power up to 38000 homes.</p> <p>Bulking and haulage arrangements reduce the emissions associated with waste transport.</p>	<p>Officer time.</p>	<p>Delay to construction means waste is not diverted from landfill as soon as planned resulting in increased costs.</p> <p>Delay to bulking and haulage arrangements reduces efficiency of collection rounds.</p>	<p>Summer 2014.</p>	<p>OCC</p> <p>Partner councils.</p>

<b>Actions</b>	<b>How do we achieve the action?</b>	<b>What is the outcome of the action?</b>	<b>What resources are required?</b>	<b>What are the risks associated with achieving this action?</b>	<b>When does the action need to be completed?</b>	<b>Who is responsible for the action?</b>
<p>18. Ensure waste reduction, reuse, recycling &amp; composting, services and programmes are successfully implemented so that only unrecyclable waste is sent for processing in EfW.</p> <p>Reduce untreated waste to landfill to less than 5%.</p>	<p>Work with contractors to identify materials that cannot be processed and target these for recycling.</p> <p>Work with residents to maximise recycling and reduce residual waste.</p>	<p>Increased recycling rates.</p> <p>Maximise energy recovered from residual waste.</p> <p>Reduced reliance on landfill.</p>	<p>Officer time.</p> <p>OWP budget for communications plan.</p>	<p>Limited reprocessing facilities for unprocessable materials.</p>	<p>To be in place by 2014.</p>	<p>OWP</p>
<p>19. Ensure that waste facilities are procured in accordance with the Minerals and Waste Development Framework.</p>	<p>Consult with relevant officers during the procurement and planning process.</p>	<p>Successful procurement and construction of waste facilities.</p>	<p>Funding.</p> <p>Officer time.</p>	<p>Delay in development of facilities.</p> <p>Non compliance with strategies.</p>	<p>Ongoing.</p>	<p>OWP</p>
<p>20. Promote sustainable waste management, including appropriate disposal routes for specialised materials.</p>	<p>Ensure adequate disposal methods are available to the community for wastes produced.</p> <p>Develop action and communications plan to ensure a sustainable approach to the disposal of hazardous and specialised waste.</p>	<p>Decrease in the amount of hazardous waste being incorrectly disposed of.</p> <p>Reduced environmental impact of managing hazardous wastes.</p>	<p>Funding for ongoing monitoring and communications plan.</p> <p>Officer time.</p>	<p>Increased costs due to incorrect disposal route.</p> <p>Non compliance with legislation.</p>	<p>Communications action plan to be agreed by March each year.</p>	<p>OWP</p> <p>OCC</p>

Actions	How do we achieve the action?	What is the outcome of the action?	What resources are required?	What are the risks associated with achieving this action?	When does the action need to be completed?	Who is responsible for the action?
21. Explore options for development of stronger partnership working opportunities.	Investigate the options available and associated cost benefits of different partnership working models.	Stronger partnership working resulting in greater efficiencies.	Officer time. Partner agreement.	Failure to reach agreement. Cost savings not realised.	March 2015.	OWP

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## **About this consultation: Oxfordshire Joint Municipal Waste Management Strategy (JMWMS)**

In 2006/7 Oxfordshire had a 33% recycling rate; waste arisings were around twice those of the best performing council and all residual waste went to landfill. The county and district councils of Oxfordshire formed Oxfordshire Waste Partnership (OWP). Through its Joint Municipal Waste Management Strategy (JMWMS), OWP set out to dramatically change this performance, managing greater amounts of material at the top of the hierarchy and recovering value from residual waste.

Over the past 5 years OWP have worked in a number of different areas; we have:

- helped Oxfordshire residents to save money and waste less through our “Love Food Hate Waste” campaign;
- provided subsidised compost bins and advice to residents who want to home compost;
- supported over 30 community groups take grassroots environmental action on issues that are important to them;
- developed in county food waste treatment, including one of the country’s first large scale mixed stream Anaerobic digestion plant – generating renewable electricity to power 4800 homes/year
- procured and started building an Energy from Waste plant capable of processing all of the county’s residual waste;
- introduced new collection schemes across the county, including food waste, making it easier for residents to recycle more from the kerbside;
- almost doubled our recycling and composting rates to over 55% in 2010/11
- reduced our waste arisings per head to amongst the lowest in the country.

Waste management in Oxfordshire has been transformed over the past 5 years. This transformation has been achieved through strong partnership working, ensuring that new treatment facilities and collection systems have been procured and delivered back to back. An emphasis on waste prevention, as well as high recycling, shows that a “top of the hierarchy” approach can operate successfully alongside new residual waste treatment facilities.

- The Oxfordshire JMWMS undertakes five year review cycles; this is the first five year review to be undertaken.
- The consultation document seeks views on suggested ways forward until 2030. The changes to-date and progress made in the past 5 years are included as context.
- There is an opportunity to consider waste management policies together with some suggested changes. A series of questions seek your views on each of the policy areas.

Documents supporting consultation

**(i) Oxfordshire Waste Partnership meeting Report**

Gives a background to the Review alongside current policy and suggested changes p.3

**(ii) Draft Oxfordshire Joint Municipal Waste Management Strategy (JMWMS)**

The Strategy document covers each of the Strategic Policies within the adopted JMWMS. It suggests some amendments, refinement to existing policies and also some new policies.

**(iii) Action Plan: Timeframe for Policy Implementation**

This Action Plan considers the resources required for implementation.

**(iv) Consultation questions associated with individual policy**

## **Public Consultation: refreshing the Oxfordshire Joint Municipal Waste Management Strategy**

### **Policy 1**

Oxfordshire Waste Partnership (OWP) will encourage the efficient use of resources, reduce consumption and take responsibility for the waste that they produce.

#### The Proposed Way Forward

- OWP will continue to reduce, reuse, recycle and recover in order to improve waste reduction and recycling in council operated premises. We will regularly monitor our progress, leading by example whenever possible.
- OWP will try to secure the best possible outlet for our waste materials. Some ways in which we will do this are: by seeking reuse outlets for furniture and electrical goods and by formulating site waste management plans for all major building, landscaping and construction works that we undertake.
- We will measure the carbon impact of our activities and contribute towards a 50% Oxfordshire wide reduction of carbon on 2008 levels by 2030.

#### Consultation questions – Policy 1:

1. Do you agree with our proposed way forward for Policy 1?

Yes/No

If you disagree please tell us why.

2. What else do you think OWP should do to encourage the efficient use of resources and reduce resource consumption?

### **Policy 2**

Oxfordshire Waste Partnership will lobby central government to focus on waste as an integral part of sustainable resource management.

#### The Proposed Way Forward

- We will continue to support industry bodies in their efforts to influence national issues such as reducing packaging waste and increasing producer responsibility.
- We will explore the opportunities presented by the Localism Act 2011, such as increasing the role of local community groups in waste reduction and reuse.

- We will lobby to retain enforcement powers, used appropriately, to ensure the proper presentation of waste for collection by householders and businesses. This will enable us to maintain and improve our recycling rates whilst ensuring that streets remain clean and free from obstructions.
- We will lobby to stress the importance of waste audits in order to obtain good quality data to inform waste collection policies and identify materials to target for recycling.
- Whilst devolved administrations have set targets to achieve 70% recycling and composting by 2025, the 2011 Waste Review by Government did not increase the English National Recycling targets. OWP believes that England should also set higher targets and will lobby government to increase these along with appropriate resourcing.
- Through the experience of all of our District Councils, OWP believe that alternate weekly residual collection combined with a food waste collection from every household is the most effective way of helping residents to waste less and recycle more. We will resist any change to return to weekly residual collections which we believe will lead to a decrease in the amount of waste sent for recycling and increase waste disposal costs.
- OWP continues to support the revision of the Controlled Waste Regulations 1992, so that Waste Disposal Authorities (WDAs) have the power to recover waste disposal costs from certain establishments listed within “Schedule 2” of the Regulations, which includes waste from:
  - Schools and universities
  - Hospitals
  - Residential and nursing homes
  - Prisons
  - Public halls

Currently WDAs are burdened with waste disposal costs from these facilities; a situation that fails to apply the polluter pays principle and fails to incentivise waste reduction at such establishments.

#### Consultation questions – Policy 2:

3. Do you agree with the suggested way forward on influencing and lobbying?

Yes/No

If you disagree please tell us why

4. What do you think are the most important issues to lobby on? Please rank them from 1 – 6 (1 = highest priority);

- Reduction in packaging

- Greater plastics recycling
- Greater incentives for businesses to recycle
- Improving street cleanliness (cigarette butts, litter, chewing gum)
- Enforcement powers to reduce metals theft
- Other (please specify)

**Policy 3:**

Oxfordshire Waste Partnership will help households and individuals to reduce and manage their waste through the provision of advice and appropriate services.

**Policy 4:**

Oxfordshire Waste Partnership will encourage the controlled reuse and reclamation of items through the provision of advice and appropriate services.

**Policy 5:**

In accordance with regional policy, Oxfordshire Waste Partnership will seek to reduce the growth of municipal waste across the country to 0% per person per annum by 2012.

The Proposed Way Forward

- We will continue to support residents in their efforts to reduce waste through:
  - the implementation of our [waste prevention strategy](#). Our waste prevention work will include:
    - an environmental education programme aimed at schools and community events
    - a “Love Food Hate Waste” communications campaign
    - home composting bin sales and advice
    - an A-Z listing of all the goods and materials that can be reused and recycled in Oxfordshire; and
  - support national campaigns and seek to be part of innovative projects that assist residents in reducing their waste even further.
- We will produce an annual communications plan setting out how we will contact and engage with Oxfordshire residents on sustainable waste management issues. Communication methods will include roadshow events, press releases, leaflets, newspaper and radio ads, web and social media.
- We will continue to support local community action on waste reduction through the CAG project. Funded by Oxfordshire County Council and delivered by Resource Futures, the CAG project is a network of more than 30 local community groups taking action on climate change and waste reduction to protect the environment.
- It is proposed that Policy 4 is kept as it stands.

- Policy 5 set a goal to be achieved by 2012. It is proposed that this target is linked to the agreed Waste Prevention Strategy 2010-2020 that sets a longer term goal for waste reduction. Both Policy 5 and Policy 3 deal with waste reduction. It is proposed that these two policies be combined into a single policy which reads:

*“Oxfordshire Waste Partnership will implement a Waste Prevention Strategy in order to reduce the amount of household waste collected by a total of 130,000 tonnes between 2010 and 2020”*

Consultation questions – Policies 3, 4 and 5:

5. Do you agree with keeping Policy 4 and merging Policies 3 and 5?

Yes/No

If you disagree please tell us why

6. What else could we be doing to encourage waste reduction and reuse?

7. How would you like us to communicate with you?

(please rank in order of preference 1 – 5 (1 = highest priority);

- Website
- Leaflet
- Council publications (newsletters, council tax bills)
- Social media (such as Facebook and Twitter)
- Local press

**Policy 6:**

Oxfordshire Waste Partnership will provide an integrated system of collection and processing of household waste which will achieve, as a minimum by:

31<sup>st</sup> March 2010: recycle or compost at least 40% of household waste;

31<sup>st</sup> March 2015: recycle or compost at least 45% of household waste;

31<sup>st</sup> March 2020: recycle or compost at least 55% of household waste.

The proposed way forward:

- Our current county wide performance is 14% higher than the national average recycling rate of 42%. Under the EU Waste Framework Directive, The United Kingdom is obligated to achieve a 50% recycling and composting rate for household waste by 2020. The devolved administrations in Scotland and Wales have set national recycling targets of 70% by 2025. There are currently no recycling targets for local authorities in England. However, with some Oxfordshire districts approaching a 70% recycling and composting rate, we want to continue to challenge ourselves and as a minimum maintain our already high performance.

- Increasing our recycling and composting rates brings both environmental benefits and disposal cost savings, however it does require time and effort from residents and councils to continually improve. With this in mind, we would like to seek opinion on what our recycling and composting targets should be.
- We will ensure that all collected materials are of good quality and free from contaminants, such as non-recyclable items. We will continue to check on the end markets for our recyclable materials, to ensure that these are reprocessed at legitimate, fully licensed facilities.

#### Consultation questions – Policy 6

8. Do you agree that we should set higher targets as part of this five year review?

Yes/No

If you disagree please tell us why

9. In 2010/11 Oxfordshire recycled or composted 55% of its waste. What do you think our county wide recycling and composting targets should be in:

2020?

2025?

10. What help do you think residents need from local councils to reduce waste and recycle and compost even more? 1 – 7 (1 = highest priority);

- Incentives/rewards for increased recycling
- Penalties for not recycling
- Bigger bins
- Food caddy liners
- More frequent recycling collections
- More frequent communications
- Recycle a wider range of materials (please specify)
- Other (please specify)

#### **Policy 7:**

Oxfordshire Waste Partnership will ensure that recycling facilities and services are available to all residents.

#### The proposed way forward:

- Recycling and food waste collections from flats will continue to be rolled out over the short term
- Wherever possible we aim to ensure an uninterrupted collection schedule for residents, including periods of severe weather. We will use a range of methods to keep residents updated. We will support

Highways departments to keep roads as accessible as possible during poor weather conditions.

- We will try to ensure that recycling banks are easily accessible, well maintained and can accept a wide range of materials, including those that cannot be collected at kerbside (such as small electrical goods)
- Where education and enforcement measures are unsuccessful, bring sites that are continually prone to abuse and fly tipping may be removed in order to protect the local environment and reduce disposal and clean up costs.
- Implement HWRC strategy so that Oxfordshire has facilities fit for the future, which are cost effective and well located to the main centres of population
- As HWRCs are increasingly located near to large centres of population, the District and County Councils will also investigate the possibility of establishing staffed 'recycling only' sites in more rural areas of the county where householders are able to take larger items (such as fridges, TVs and green waste) for recycling, but these sites will not accept residual waste.

Consultation questions – Policy 7:

11. Are there any changes that you would like to see to our recycling systems?

Yes/No

Please specify

12. What other materials would you like to see collected at Household Waste Recycling Centres for recycling?

13. Would you welcome the development of new, staffed recycling only sites located in rural areas of the county?

Yes/No

Any further comments?

**Policy 8:**

Oxfordshire Waste Partnership will encourage householders and businesses to separate waste for recycling collections by providing targeted information and awareness raising.

The proposed way forward:

- A new Business Recycling and Waste Services Commitment has been developed by the Waste and Resources Action Programme (WRAP) to help local authorities improve the satisfaction of business customers with how their rubbish and recycling is collected and ultimately boost

recycling rates. OWP councils that collect commercial waste will sign up to this commitment, which focuses on:

- Making recycling easy
- Providing value for money
- Consulting on and clearly communicating services.

- OWP will continue to work with businesses to help them reduce the amount of waste that they produce and increase the amount that they can recycle. We will seek to be part of pilot projects that can offer businesses opportunities to improve their environmental impact and reduce their costs.
- Those district councils that collect commercial waste will look to introduce additional material streams making it easier for companies to increase their recycling rate and ensuring compliance with the EU Waste Framework Directive requirement to separate at least paper, metal, plastic and glass from the municipal waste stream (i.e. local authority collected waste) by 2015. We will continue to offer commercial waste services at Redbridge HWRC and seek to expand commercial recycling services wherever possible in future.

It is proposed that Policy 8 focuses only on business waste and is reworded to read:

*“Oxfordshire Waste Partnership will encourage businesses to reduce and reuse waste and separate waste for recycling collections by providing targeted information and awareness raising.”*

#### Consultation questions – Policy 8:

14. What else can local authorities do to help businesses reduce waste and recycle more? Please rank them from 1 – 6 (1 = highest priority);

- Online materials exchange for businesses (Freecycle/Ebay for local businesses)
- Access to HWRCs (at a reasonable charge)
- Development of recycling banks at business parks (at a reasonable charge)
- District council recycling collections
- Advice and information on waste management
- Other (please specify)

15. Do you agree with the reworded policy?

Yes/No

If you disagree please tell us why

<b>Policy 9:</b>
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Oxfordshire Waste Partnership will provide a system for recovering value from residual waste in order to meet LATS targets.

**Policy 10:**

The Oxfordshire Waste Partnership will ensure optimum use of landfill void.

The proposed way forward:

- We will continue to divert material away from landfill, through implementing our waste prevention strategy, working to increase reuse capacity and by maximising the capture rates of our recycling and composting collection systems. All residual waste (that can be processed by Energy from Waste) will be treated at the Ardley facility once it is opened, a facility that will also produce enough energy to power 38,000 homes.
- Bulking and transfer facilities will be procured in 2012/13 to ensure that District Council collected waste can easily be transferred to the Ardley EfW. There are some materials that are not suitable for processing in the EfW plant (such as mattresses, glass, PVC doors and windows), and these will be targeted for recycling where possible.

It is proposed that Policies 9 and 10 are combined and reworded to read:

*“Oxfordshire Waste Partnership will provide a system for recovering value from residual waste in order to minimise the amount sent to landfill. OWP seek to landfill less than 5% of its non recyclable waste from 2015 onwards.”*

Consultation questions – Policies 9 and 10:

16. Do you agree with the reworded policy?

Yes/No

If you disagree please tell us why

**Policy 11:**

Oxfordshire Waste Partnership will provide waste management services for specialised, potentially polluting material streams such as hazardous waste and waste electrical and electronic equipment, which meet and exceed legislative requirements.

The proposed way forward:

- The Energy from Waste (EfW) will not be able to process hazardous waste. District Councils will work with clinical waste service users to

ensure that material is correctly classified and segregated to ensure environmental and cost effective management of the waste.

- We will also continue to encourage the repair and reuse of electrical items through the planned reuse shops and by providing PAT equipment and training to community groups running swap shops.

Consultation questions – Policy 11:

17. Is there anything else that we should do to improve our current approach to managing hazardous waste streams?

**Policy 12:**

Oxfordshire Waste Partnership, working with the Waste Planning Authority, will ensure that waste facilities are suitably sized and distributed with the aim of minimising the transport of waste. Facilities will be well related to areas of the population, given the environmental and amenity constraints, and the availability of suitable sites.

**The proposed way forward:**

- OWP works closely with the Minerals and Waste Planning Team to ensure that Oxfordshire has the capability to treat materials or move them to processing plants. The County Council is preparing a new Minerals and Waste Plan, which will set out a strategy and policies for the location of new waste facilities that are needed in Oxfordshire. Where appropriate we encourage businesses to establish themselves appropriately within Oxfordshire and increase our capacity to manage our own recycling, seeing environmental benefits by reducing the miles that Oxfordshire's recycling will have to travel.

Consultation questions Policy 12:

18. Do you have any views on Policy 12?

**Policy 13:**

Oxfordshire Waste Partnership will assist the development of local markets for recovered materials.

The proposed way forward:

- We will continue to use waste audits to identify materials that could be removed from the residual waste stream. When investigating potential new reprocessors for our materials we will encourage:
  - local facilities to tender for our business;
  - work with local charities and businesses to repair items for resale;
  - to increase the range of items recycled.

Consultation questions – Policy 13:

19. Please tell us if you think there is anything else you think we could do to encourage local markets for reprocessed materials.

**Policy 14:**

Oxfordshire Waste Partnership will develop methods of working together to improve the level of service through effective and efficient use of resources within Oxfordshire.

The proposed way forward:

- OWP will explore the development of stronger partnership working structures to ascertain whether these might improve value for money and service quality.

Consultation questions – Policy 14:

20. Should OWP explore the development of stronger partnership working for Oxfordshire?

Yes/No

21. What else would you like to see us doing to develop the OWP?

**Local Environmental Quality (LEQ)**

The proposed way forward:

- District Councils within OWP will work to ensure that litter and dog waste bins are available and correctly situated and we will continue to take enforcement action against those caught committing environmental crimes.
- We will continue to work with the Highways Agency to ensure that road verges are litter picked before being mown to maintain cleanliness standards.
- High levels of local litter are often associated with fast food outlets. We will work with national bodies to influence fast food and convenience store outlets, aiming to ensure that high Local Environmental Quality standards are maintained.
- Oxfordshire County Council will continue the van and trailer permitting scheme, with support for enforcement coming from District Council partners. This scheme reduces the cost to the tax payer by ensuring that HWRCs are not used to illicitly dispose of business waste.

- OWP will continue to develop promotional and educational campaigns to promote positive behaviour and good local environmental quality. Campaign messages will be developed according to local priorities identified through our monitoring data. These may include campaigns to discourage littering, dog fouling and fly tipping.
- OWP councils are part of a wider flytipping forum and work with neighbouring councils, Thames Valley Police and the Environment Agency to share information and develop best practice on reducing environmental crime.
- To reflect OWP's ongoing role in LEQ issues, the following strategic objective is proposed:

*“Oxfordshire Waste Partnership will seek to improve local environmental quality through effective communications and enforcement activity.”*

#### Consultation Questions – Local Environmental Quality:

22. What are your views on the proposed policy for LEQ?

23. Which LEQ issues should we prioritise for communications and enforcement activity, and what could we do to further reduce:

- litter
- fly tipping
- graffiti
- fly posting
- dog fouling
- depositing chewing gum, and
- misuse of waste and recycling services (including commercial waste misuse of Household Waste Recycling Centres)?
- Other? (please specify)

24. Annex A (available to download from the page [XXXX](#)) details our action plan for the next 5 years.

Do you have any comments?

25. Are there any other areas that you feel OWP should be focusing on?

26. Is there anything else that you would like to comment on?

#### Glossary of Terms

CAG	Community Action Group
EfW	Energy from Waste
EU	European Union

HWRC	Household Waste Recycling Centre
JMWMS	Joint Municipal Waste Management Strategy
LATS	Local Authority Trading System
LEQ	Local Environmental Quality
M&WDF	Minerals and Waste Development Framework
OCC	Oxfordshire County Council
OWP	Oxfordshire Waste partnership
PAT	Portable Appliance Testing
SEA	Strategic Environmental Assessment
UK	United Kingdom
WCA	Waste Collection Authority
WDA	Waste Disposal Authority
WEEE	Waste Electrical and Electronic Equipment
WET	Waste and Emissions Trading Act
WPA	Waste Planning Authority
WPS	Waste Prevention Strategy
WRAP	Waste and Resources Action Programme