

# Notice of Meeting and Agenda



Listening Learning Leading

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[www.oxfordshirewaste.gov.uk](http://www.oxfordshirewaste.gov.uk)

## A MEETING OF THE

# Oxfordshire Waste Partnership

**WILL BE HELD ON FRIDAY 26 OCTOBER 2012 AT 11.00 AM**

**or on the rising of the preceding meeting of the Oxfordshire Environment Partnership if this is later**

**IN THE COUNCIL CHAMBER, SOUTH OXFORDSHIRE DISTRICT COUNCIL OFFICES**

### Members of the Committee

#### Councillors

David Dodds (Chairman)  
(deputy: any Cabinet member)

Reg Waite (Vice-Chairman)  
(deputy: any Cabinet member)

Nigel Morris  
(deputy: any Cabinet member)

John Tanner  
(deputy: any other Executive Board member)

Hilary Hibbert-Biles  
(deputy: any Cabinet member)

David Harvey  
(deputy: Barry Norton or Mark Booty)

#### Representing:

South Oxfordshire District Council

Vale of White Horse District Council

Cherwell District Council

Oxford City Council

Oxfordshire County Council

West Oxfordshire District Council

**Members of the Oxford Environment Partnership may attend and participate in the discussion of items on this agenda but may not vote.**

# Agenda items

## ITEMS TO BE DISCUSSED JOINTLY WITH THE OXFORDSHIRE ENVIRONMENT PARTNERSHIP

### 1 **Local Government Association's Climate Local Commitment** (Pages 1 - 4)

Report attached.

11:00

**Purpose:** to inform the Partnership about the launch and aims of Climate Local, and the potential benefits of signing up.

**Recommendation:** the Environment and Waste Partnership consider signing the commitment as Climate Local Oxfordshire, and to bring forward pledges to subsequent meeting.

### 2 **Oxfordshire Green Schools end of year report: Groundwork Trust** (Pages 5 - 8)

Report attached.

11:10

There will be a presentation by the Groundwork Trust

**Purpose:** to report on performance in the first year of the new joint contract awarded by the partnership and to recommend any action which may need to be taken as a result of issues highlighted in the report.

## OXFORDSHIRE WASTE PARTNERSHIP AGENDA ITEMS

### 3 **Apologies for absence and notification of deputy members attending**

Other than those notified at the start of the OEP meeting

11:20

### 4 **Declaration of interest**

Other than notified at the start of the OEP meeting

### 5 **Addresses and questions to the partnership**

Members of the public wishing to speak to the committee for up to five minutes must register with the committee clerk named above by noon on Thursday 19 October.

### 6 **Minutes, 22 June 2012 (attached)** (Pages 9 - 20)

**Purpose:** To approve the minutes of the meeting of the Oxfordshire Waste Partnership meeting held on 22 June 2012 and to receive information arising from them.

In connection with Minute 9, a letter received by the Chairman from HMRC is attached for information.

**7 Joint Municipal Waste Management Strategy five year review**  
(Pages 21 - 102)

Report to follow 11:25

**Purpose:** To report the findings of a public consultation and to present a revised draft strategy document for approval.

**8 Composting of street sweeper waste** (Pages 103 - 106)

Report attached 11:40

**Purpose:** To provide an update on the management of street sweeper waste following changes in guidance from the Environment Agency.

**9 Waste Treatment project update** (Pages 107 - 110)

Report attached 11:50

**Purpose:** To provide an update on the progress of the residual waste treatment and bulking & haulage procurement projects.

**10 Draft Budget 2013/14 - 2015/16** (Pages 111 - 114)

Report attached 12:00

**Purpose:** To present a budget for the 2013/14 to 2015/16 period for approval.

**11 Financial arrangements update** (Pages 115 - 118)

Report attached. 12:10

David Buckle, South Oxfordshire and Vale of White Horse District Councils' Chief Executive, will give an update.

**Purpose:** To provide an update on financial arrangements payments for the year to date.

**12 External audit findings 2011/12** (Pages 119 - 120)

Report attached 12:20

**Purpose:** to provide details of the Audit Commission findings on the OWP Annual Return for 2011/12 and set out suggested responses.

**13 Performance monitoring - 2nd quarter 2012/13** (Pages 121 - 134)

Report attached

12:25

**Purpose:** To provide a quarterly update on the performance of Oxfordshire Waste Partnership.

**14 Break the Bag Habit campaign - charging for single-use carrier bags** (Pages 135 - 136)

Report attached

12:30

**Purpose:** To update on the “Break the Bag Habit” campaign and to consider whether to support the campaign in its call for the introduction of a charge for single-use carrier bags in England.

**15 Review of the Household Waste Recycling Centres and the van and trailer permit scheme** (Pages 137 - 140)

Report attached

12:40

**Purpose:** To provide an update on visitor numbers and tonnages at the Household Waste Recycling Centres (HWRCs) since the introduction of the van and trailer permit scheme.

**16 New Initiatives Fund Projects update** (Pages 141 - 146)

Report attached

12:50

**Purpose:** To provide an update on the New Initiatives Fund (NIF) projects with outstanding funding claims and to agree a method for the allocation of remaining funds.

**17 Compostable food bags**

**Purpose:** To provide a verbal update on options to allow bags used for food waste collections to be composted or recycled.

1:00

**18 Judicial review of the interpretation of the waste framework for co-mingled collections**

**Purpose:** To provide a verbal update on the progress and outcome of this judicial review.

1:10- 1:15

**19 Chairman's announcements**

MARGARET REED

Head of Legal and Democratic Services

**Oxfordshire Environment and Oxfordshire Waste Partnership**  
**26 October 2012**

**Agenda Item J1: Report on LGA's Climate Local Commitment**

## Introduction

- 1 Climate Local is an initiative which was launched this summer by the Local Government Association (LGA) in partnership with other national organisations including the Environment Agency.

This report provides a brief summary about Climate Local, and recommends that the Environment and Waste Partnership consider signing the commitment as Climate Local Oxfordshire.

## What is Climate Local?

- 2 Climate Local replaces the Nottingham Declaration, which was launched in 2000 and signed by most UK local authorities including those in Oxfordshire. The aim of Climate Local is to help drive and support council action to reduce carbon emissions and develop resilience to the effects of a changing climate and extreme weather. Climate Local has strong central government backing and is a key part of the Memorandum of Understanding between the LGA and government.

Signing up to Climate Local involves a four-stage process:

- 1) **Sign up/refresh:** the first stage is to sign the commitment (shown in Annex 1) as a local authority or group of authorities, who will then be added to the list of signatories on the website.
  - 2) **Declare targets and action:** the next step is to set out – within 6 months, the commitments the partnership intends to make.
  - 3) **Share learning and experiences:** once signed up, the partnership will be expected to share practice with other organisations, communities and stakeholders.
  - 4) **Report on progress:** the partnership will be asked to share progress on commitments once a year.
- 4 Climate Local can be signed by individual authorities or groups of authorities. The Climate Local process outlined above reflects closely the work of the Environment and Waste Partnership, in which good practice is shared and published, and regular progress reports are submitted to the Oxfordshire Partnership. The partnership has already signed up to targets and priorities in Oxfordshire 2030, about which it provides regular reports. This means that targets submitted to Climate Local would be those which have already been agreed within the Oxfordshire 2030 framework.

## The potential benefits to the Partnership of signing Climate Local

- 5 The added value of this initiative is the opportunity to raise the profile of our work in Oxfordshire by sharing practice with other local authorities and partners at a national level, and benefit from additional resources and support – new web-based resources, a new online Community, and opportunities for peer learning.

Participation in Climate Local would not require new targets to be developed, but could provide an additional stimulus for the Partnership to commit to some more specific and measurable actions which demonstrate progress in delivering its Oxfordshire 2030 priorities. The Local Authority working group has started to consider options for further development, and it is suggested that their initial proposals are presented to the next meeting of the Partnership in January 2013, together with an assessment of resource requirements, and potential funding sources.

- 6 The Climate Local initiative fits with the aims and objectives of both the Environment and Waste Partnerships - waste is one of the key topics listed in the menu of commitments. It represents an additional opportunity for the Environment and Waste Partnership to publish its aims and ambitions, and to show collective leadership.

### **Recommendation**

- 7 That the Environment and Waste Partnership agree:
  - a) to sign Climate Local, as "Climate Local Oxfordshire";
  - b) as stage two of the process, to agree within six months the commitments to be included and reported on, drawn from the Oxfordshire 2030 priorities
  - c) to invite the Local Authority Working group to present options for further development to the next meeting of the Partnership in January 2013, along with an assessment of resource requirements.

### **Contact Officer**

- 8 Author Susie Ohlenschlager Tel: 07880 042660

Email: [susie.ohlenschlager@oxfordshire.gov.uk](mailto:susie.ohlenschlager@oxfordshire.gov.uk)

**Climate Local *[insert council(s) name]*:**

**Our commitment to taking action in a changing climate**

We recognise that our councils have an important role to help our residents and businesses to capture the opportunities and benefits of action on climate change. These include saving money on energy bills, generating income from renewable energy, attracting new jobs and investment in ‘green’ industries, supporting new sources of energy, managing local flood-risk and water scarcity and protecting our natural environment.

**We will progressively address the risks and pursue the opportunities presented by a changing climate, in line with local priorities, through our role as:**

- Community leader – helping local people and businesses to be smarter about their energy use and to prepare for climate impacts;
- Service provider – delivering services that are resource efficient, less carbon intensive, resilient and that protect those who are most vulnerable to climate impacts;
- Estate manager – ensuring that our own buildings and operations are resource efficient, use clean energy, and are well prepared for the impacts of a changing climate.

In signing this commitment, **we will:**

- **Set locally-owned and determined commitments** and actions to reduce carbon emissions and to manage climate impacts. These will be specific, measurable and challenging;
- **Publish our commitments, actions and progress**, enabling local communities to hold us to account;
- **Share the learning from our experiences and achievements** with other councils; and
- **Regularly refresh our commitments and actions** to ensure they are current and continue to reflect local priorities.

|                                     |
|-------------------------------------|
| [Date]                              |
| Environment and Waste Partnership   |
| [Signature of Chair of Partnership] |

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## Oxfordshire Environment and Oxfordshire Waste Partnership Joint Committees 26 October 2012

### Agenda Item J2: Oxfordshire Green Schools – end of year report

#### 1 Purpose of Report

- 1.1 To report on the performance of the Oxfordshire Green Schools programme at the end of its first year of operation.

#### 2 Background

- 2.1 The Oxfordshire Environment and Waste Partnership let a joint contract for environmental education in September 2011. The contract was awarded to Groundwork Thames Valley (GTV), which delivers the Oxfordshire Green Schools programme across the county. The programme aims to raise understanding of sustainable waste and energy management practices for school children at Key Stages 1-3. The contract is for two years, plus an optional two year extension.
- 2.2 The Oxfordshire Green Schools programme replaces the two previously separate “Wild Waste Show” and “Energy Busters” programmes; providing a simpler, more joined up environmental education offering to local schools. The Green Schools programme comprises of two main elements:
- i. One day in-school workshops
  - ii. Hub schools programme
- The one day workshops are a lighter touch approach, visiting a high number of schools, whereas the hub schools programme is a more in depth approach focussing on a smaller number of schools. Approximately 10 days are spent with each hub school.
- 2.3 In addition to these two main elements of the programme, GTV have also delivered a popular “Green Schools Roadshow” that visited some 29 schools during the summer term of 2012 and have recently held the inaugural “Oxfordshire Green Schools Conference”. The conference celebrated the achievement of the first tranche of schools to go through the Hub Schools programme and also saw the culmination of a countywide schools competition with a “Dragons Den” style pitch by the finalist schools.
- 2.4 Table 1 sets out performance against some of the key contract performance measures.

| <b>Key Performance Indicators</b>                    | <b>Target Yr1</b> | <b>Actual performance yr 1</b> |
|--|-------------------|--------------------------------|
| No. of school visits                                 | 150               | 170                            |
| Total no. of individual classes/activities delivered | 300               | 330                            |
| Total no. of individual workshops (50 minutes)       | 180               | 230                            |
| Total no. of hub school visits.                      | 90                | 80                             |
| Total no. of individual roadshow visits              | 30                | 29                             |
| No. of different schools attended                    | 100               | 100                            |
| External Funding obtained                            | 16.5K             | 18K                            |
| No. of Hub Schools recruited                         | 8                 | 8                              |

## **OXFORDSHIRE ENVIRONMENT PARTNERSHIP AND OXFORDSHIRE WASTE PARTNERSHIP JOINT COMMITTEE**

From table 1 it can be seen that a number of performance indicators, such as the number of school visits and workshops delivered, were exceeded in the first year of the contract. Some difficulty was encountered in recruiting hub schools, with 8 out of a planned 20 recruited in year 1. The remaining 12 are to be recruited in year 2 of the contract. Performance measures for year 2 are currently being finalised.

- 2.5 Further information on year 1 performance and plans for year 2 of the contract will be provided by a presentation at the Environment and Waste Partnership meeting on 26<sup>th</sup> October.

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

- 3.1 Oxfordshire Waste Partnership provides £80,100 of revenue funding per annum for waste education. Oxfordshire County Council provides an additional £30,000 per year for energy education.
- 3.2 The Oxfordshire Green Schools Programme has been successful in gaining corporate funding to grow the programme. In year one funding has been awarded by Viridor Waste Management to make improvements to the Green schools bus and towards the Green Schools conference and competition. Npower and Thames Water also provided funding for the conference and competition. In all, £14,000 of external funding was obtained over the first year of the contract.

### **4 Areas Affected**

- 4.1 The Oxfordshire Green Schools programme operates countywide.

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

- 5.1 The Environmental Education Service supports a number of aims within the Joint Municipal Waste Management Strategy by promoting waste reduction, reuse and recycling. The service also delivers lessons and activities on litter, supporting OWP's local environmental quality agenda.
- 5.2 The service particularly supports 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.
- 5.3 In addition, the service contributes to the Schools Carbon Reduction Strategy overarching outcome that "schools are able to measure, understand and take action to reduce their overall carbon footprint". Specifically it addresses outcome 6: "schools use their own carbon footprint to integrate energy efficiency and climate change into the curriculum" through the lessons on energy efficiency, where energy comes from and general climate change messages.

### **6 Options or Alternatives**

- 6.1 N/a

### **7 Recommendations**

- 7.1 That the progress of the Oxfordshire Green Schools programme is noted.

**OXFORDSHIRE ENVIRONMENT PARTNERSHIP AND  
OXFORDSHIRE WASTE PARTNERSHIP JOINT COMMITTEE**

**8 Reasons for Recommendations**

- 8.1
- i. To promote waste reduction and energy efficiency initiatives to Oxfordshire schools and communities; helping everyone reduce waste and energy usage.
  - ii. To work together through the provision of co-ordinated services to maximise the efficient use of resources within Oxfordshire.

**9 Contact Officer**

9.1 Author: Wayne Lewis Tel: 01295 221903

Email: [Wayne.lewis@cherwell-dc.gov.uk](mailto:Wayne.lewis@cherwell-dc.gov.uk)

Background Papers:

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**HM Revenue  
& Customs**

**Excise, Customs, Stamps & Money**  
Environmental Taxes  
Ralli Quays  
3 Stanley Street  
Salford  
M60 9LA

David Dodds, Chairman  
Oxfordshire Waste Partnership  
South Oxfordshire District Council  
Benson Lane  
Crowmarsh Gifford  
Wallingford  
OX10 8ED

**Phone** 0161 827 0331

**Email** [claire.williams1@hmrc.gsi.gov.uk](mailto:claire.williams1@hmrc.gsi.gov.uk)

**Date** 19 September 2012  
**Our ref** TO 09474/2012  
**Your ref** DD/amg

[www.hmrc.gov.uk](http://www.hmrc.gov.uk)

Dear Mr Dodds

Thank you for your letter of 2 July 2012 to Robert Neill MP about landfill tax. The Department for Communities and Local Government has passed your letter to HM Revenue and Customs (HMRC) for reply as we are responsible for the administration of landfill tax. I am replying as a Senior Policy Advisor for the environmental taxes. I am sorry for the delay in replying.

You are concerned about the impact of the recent landfill tax clarification issued by HMRC and referred to in the press as the 'skip tax'. It may be helpful if I provide some further background on this issue:

On 18 May HMRC published Revenue and Customs Brief 15/12 - Landfill Tax: material used on a landfill site; and classification of waste. This was issued to provide clarity of the tax treatment of material used on a landfill site and also the evidence needed when considering whether to apply the lower rate of landfill tax to certain wastes. The guidance was issued following complaints from certain landfill site operators that others were not charging the correct tax liability on certain wastes going to landfill, and were therefore putting those applying the law correctly at a competitive disadvantage. I would like to emphasise that the Brief was a clarification of law and did not bring in any new change to the tax liability of these waste materials.

As a result of this initial Brief, landfill sites and waste transfer stations in certain parts of the country raised their prices suddenly based in part on a misunderstanding that the Brief had resulted in significant changes to the liability to landfill tax of certain types of waste when disposed of to landfill. Following discussions with industry stakeholders HMRC sought to clarify the position in a follow up Revenue and Customs Brief 18/12 issued on 1 June.

Since 1 June HMRC has continued to discuss with a range of industry stakeholders, including operators of landfill sites, waste transfer stations and skip hire businesses. In particular, HMRC, HM Treasury, Defra and the Environment Agency met a cross-section of



industry stakeholders on 15 June, and HMRC and Treasury met senior landfill site operators on 19 June. The industry confirmed that the follow up guidance issued on 1 June had removed much of the uncertainty about the tax liability of certain materials disposed of at landfill sites, though there were some outstanding queries on evidential requirements that HMRC has continued to work through with industry input. Feedback from the industry suggests that the subsequent guidance and HMRC's continuing engagement with the sector is having a positive effect to mitigate price increases where they have been based on a false assumption, with evidence to suggest that the price increases have been rescinded in full or, in other cases, in part. Overall, there was widespread support at the meetings from stakeholders across the sector that the overall objective of seeking to level the playing field across the industry was correct and an improvement on the pre-18 May position, which allowed certain operators to undercut those charging prices based on the correct tax treatment.

HMRC has worked with industry on interim advice on mixed loads, incidental amounts of standard rated material in lower rated loads; and interim evidential requirements which will provide all sections of the waste management industry with greater clarity, pending more detailed guidance. This interim advice has now been published on HMRC's website <http://www.hmrc.gov.uk/landfill-tax/lft-interim-guidance.pdf> with the more detailed guidance planned for later in the year covering:

- the definition of "naturally occurring" for the purposes of the lower rate legislation
- more objective evidential requirements, including those relating to 'incidental' amounts of standard rated material in a load that is essentially of lower rated material, and
- guidance on the conditions that must be met where lower rated waste, used for the purposes of filling existing or former quarries, qualifies for exemption from landfill tax.

In addition, HMRC has a programme of continued action to assist the industry and businesses, including:

- agreement to set up a stakeholder working group to enable HMRC not only to consult site operators who pay landfill tax but also others in waste industry on the impact of guidance or policy changes;
- ensuring its own compliance officers are properly applying the guidance and evidence standards within the existing legal framework;
- further work to assess the current risk-based approach to compliance in the industry by HMRC and the Environment Agency and the opportunities for closer working to deal with avoidance and non-compliance.

HMRC has also set up a dedicated phone line to deal with any questions or concerns raised by the waste management industry or their customers (0161 827 0233).

I hope that this information helps to address your concerns. If you have any further queries on this matter, please do not hesitate to contact me.

Yours sincerely



Claire Williams  
Senior Policy Advisor

# Minutes



OF A MEETING OF THE

Listening Learning Leading

## Oxfordshire Environment Partnership

HELD AT 10.00AM ON 22 JUNE 2012

AT COUNCIL OFFICES, CROWMARSH GIFFORD

### Present:

#### Voting members

|                               |                                      |
|-------------------------------|--------------------------------------|
| Councillor D Dodds (Chairman) | South Oxfordshire District Council   |
| Councillor D Harvey           | West Oxfordshire District Council    |
| Councillor H Hibbert-Biles    | Oxfordshire County Council           |
| Councillor J Tanner           | Oxford City Council                  |
| Councillor R Waite            | Vale of White Horse District Council |

#### Officers attending for the whole of the meeting

|                |  |
|----------------|--|
| Mr W Lewis     | Oxfordshire Waste Partnership                                  |
| Mr P Mocroft   | Oxfordshire Waste Partnership                                  |
| Mr Ed Potter   | Cherwell District Council                                      |
| Ms J Wines     | Environment Agency   |
| Mr I Halliday  | Oxford City Council  |
| Mr A Pau       | Oxfordshire County Council                                     |
| Ms R Burns     | Oxfordshire County Council                                     |
| Mr P Robinson  | Oxford City Council  |
| Ms S Halliwell | Oxfordshire County Council                                     |
| Ms V Fletcher  | Oxfordshire County Council                                     |
| Mr M Prosser   | South Oxfordshire and<br>Vale of White Horse district councils |
| Mrs J Thompson | South Oxfordshire and<br>Vale of White Horse district councils |
| Mr R Young     | West Oxfordshire District Council                              |
| Mr T Askew     | West Oxfordshire District Council                              |
| Ms L Watson    | Oxfordshire Rural Community Council                            |
| Ms H Phillips  | Oxfordshire Nature Conservation Forum                          |

#### Officers attending for part of the meeting

|               |  |
|---------------|--|
| Ms H Saunders | South Oxfordshire and<br>Vale of White Horse district councils |
|---------------|--|

### Apologies

Councillor N Morris, Cherwell District Council; Mr J Copley and Ms J Colwell, Oxford City Council; and Ms S Ohlenschlager, Oxfordshire County Council, gave their apologies.

## **1 Declaration of interest**

Councillor David Harvey declared a personal interest in the Green Deal (Minute 5) as he was appointed to represent West Oxfordshire District Council as a director on the board of the United Sustainable Energy Agency. He remained in the room and took part in the debate but took no part in decisions relating to that item.

## **2 Addresses and questions to the partnership**

There were no addresses or questions from members of the public.

## **3 Minutes, 30 March 2012**

The minutes of the meeting of the Oxfordshire Environment Partnership meeting held on 30 March 2012 were approved.

## **4 South Oxfordshire District Council – presentation of good practice**

Ms Heather Saunders, Shared Climate Change Officer for South Oxfordshire and Vale of White Horse district councils, gave a presentation on good practice in carbon management at both councils.

Both councils had set challenging targets to achieve over five years: South a 30 per cent reduction in carbon emissions from the baseline in 2008/09; and Vale a 20 per cent reduction in carbon emissions from baseline. In 2011/12, South had reduced emissions by 18 per cent and Vale by 14 per cent from baseline.

Key achievements were:

- including carbon management in contract specifications: the waste contract specified a range of measures including low emission vehicles and route management;
- undertaking a wide range of projects, including those used successfully in many councils and more innovative projects such as installing LED lighting at Henley pool;
- successfully managing the carbon reduction programme across two councils; and
- working with contractors to reduce carbon emissions during the life of the contract.

Once the outcomes from these projects were established, a four-year plan to further reduce water use and energy use would be developed. Working across two councils provided immediate benchmarking data.

The partnership thanked Ms Saunders for her presentation.

## 5 Green Deal

The partnership considered a report from Oxfordshire County Council's carbon programme manager summarising the seminar held on 13 June and the options available to each council to participate in the Green Deal and the options offered by United Sustainable Energy Agency.

The partnership discussed the two recommendations:

1. each member authority would look at the United Sustainable Energy Agency offer individually and take proposals to their executives; or
2. the partnership would explore the possibilities of joint investment in the United Sustainable Energy Agency, asking for proposals at its next meeting

The partnership was generally favourable to joint investment but considered that more work was needed on the details and the commitments from each authority required by the options in the paper.

The partnership **agreed**:

1. to refer the options paper and the two recommendations proposed to the officers working group to finalise proposals and make further recommendations to the partnership at its next meeting or earlier.
2. to inform the United Sustainable Energy Agency of the partnership's favourable view of their proposals; and
3. that officers should agree a timetable for making decisions relating to investment in the Green Deal.

## 6 The Natural Environment White Paper and role of a local nature partnership for Oxfordshire

The partnership considered a briefing note about the implications of new legislation in the 2011 White Paper 'The Natural Choice' and about the Oxfordshire Nature Partnership.

Ms Vicky Fletcher, Oxfordshire County Council, and Ms Hilary Philips, Oxfordshire Nature Conservation Forum's biodiversity and partnerships officer, gave a presentation. There was strong policy support from central government and strong support from community groups in the county for this partnership. The Oxfordshire partnership provided a forum for about 250 groups share and develop ideas and to deliver environmental improvements locally. If the forum received DEFRA's recognition as a Local Nature Partnership it would have the status of a statutory consultee, and have a wider remit to give a strategic overview, provide a means of linking different organisations and statutory bodies, and could apply for funding. The partnership wished to have a local authority representative on its board.

The partnership:

1. welcomed the launch of the Oxfordshire Nature Partnership and welcomed the bid to DEFRA for recognition as a local nature partnership;
2. **agreed** to receive a report on progress with the bid at its next meeting; and
3. thanked Ms Fletcher and Ms Philips for their presentation.

The meeting closed at 11.10am

Chairman

Date

# Minutes



Listenina Learnina Leadina

## OF A MEETING OF THE **Oxfordshire Waste Partnership**

HELD AT 11.15AM ON 22 JUNE 2012

AT COUNCIL OFFICES, CROWMARSH GIFFORD

### Present:

#### Voting members

|                               |                                      |
|-------------------------------|--------------------------------------|
| Councillor D Dodds (Chairman) | South Oxfordshire District Council   |
| Councillor D Harvey           | West Oxfordshire District Council    |
| Councillor H Hibbert-Biles    | Oxfordshire County Council           |
| Councillor J Tanner           | Oxford City Council                  |
| Councillor R Waite            | Vale of White Horse District Council |

#### Officers attending for the whole of the meeting

|                |  |
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| Mr W Lewis     | Oxfordshire Waste Partnership                                  |
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| Mr I Halliday  | Oxford City Council  |
| Mr A Pau       | Oxfordshire County Council                                     |
| Ms R Burns     | Oxfordshire County Council                                     |
| Mr M Prosser   | South Oxfordshire and<br>Vale of White Horse district councils |
| Mrs J Thompson | South Oxfordshire and<br>Vale of White Horse district councils |
| Mr R Young     | West Oxfordshire District Council                              |
| Mr T Askew     | West Oxfordshire District Council                              |

### Apologies for absence

Councillor N Morris, Cherwell District Council, Mr J Copley, Oxford City Council, and Ms J Colwell, Oxford City Council gave their apologies.

### 1. Addresses and questions to the partnership

There were no addresses or questions from members of the public.

### 2. Minutes, 30 March 2012

The minutes of the meeting of the Oxfordshire Waste Partnership meeting held on 30 March 2012 were approved.

### **3. Annual report and Audit Commission annual return 2011/12**

The partnership considered the annual report of the Oxfordshire Waste Partnership and the statement of accounts and statement of governance contained in this.

The Oxfordshire Waste Partnership **resolved** to:

1. approve the annual report of the Oxfordshire Waste Partnership;
2. approve the statement of governance set out in the annual report; and
3. approve the statement of accounts and authorise the signing of Audit Commission small bodies annual return 2011/12 by the Chairman and the committee clerk.

### **4. Internal Audit report 2011/12**

The partnership considered the internal audit report for 2011/12 detailing the review of the financial and management systems employed by Oxfordshire Waste Partnership.

The Oxfordshire Waste Partnership noted:

1. the internal audit report on the Oxfordshire Waste Partnership;
2. that processes had been revised to address the minor procedural issues highlighted in the report;
3. that the partnership had been entered for two national awards; and congratulated officers from the partnership and the partner authorities on their work.

### **5. Consultation on refreshing the Oxfordshire Joint Municipal Waste Management Strategy**

Ms Burns reported that the consultation had started on 21 June. The final consultation was as approved at the 30 March meeting of the OWP with minor changes to reflect changes in legislation. Publicity via press release, e-newsletter, Twitter updates, and in the press and on each partner authority's website was on-going.

The partnership noted the consultation document and the arrangements for publicity for the consultation, and that proposals for the new Oxfordshire Joint Municipal Waste Management Strategy would be considered in October.

### **6. Financial Arrangements update**

The partnership considered the report setting out the outturn position for the OWP Financial Arrangements for 2011/12, the residual waste allowances for 2012/13, and an update on work to review the targets within the agreement.

Mr Lewis reported that allowances for 2012/13 were based on a landfill diversion rate of 43 per cent and 2011/12 forecasting to the year end had been accurate. The

Oxfordshire treasurers' group had discussed the impact of new targets and options to revise the current model. A paper would be taken by Oxfordshire County Council to the Chief executives and Leaders Group in July for discussion.

The partnership noted that the financial implications should be discussed by all partner authorities and county council officers asked to develop proposals based on the outcome. The Oxfordshire Waste Partnership should then discuss the proposals and take the final decisions based on the partnerships' strategy. The partnership and chief executives needed to explore options which gave best possible outcomes in financial and waste reduction terms for all authorities and for taxpayers.

The Oxfordshire Waste Partnership:

1. noted the 2011/12 outturn position set out in Appendix 1 of the report;
2. agreed the residual waste allocations for 2012/13 as set out in Appendix 3 of the report;
3. noted the ongoing discussions among the six partner authorities to review targets; and
4. agreed that the final decision should be discussed and taken by OWP and that further reports would be brought to future meetings of the partnership.

## **7. New Initiatives Fund - update on outstanding projects**

The partnership considered the report on the New Initiatives Fund projects with outstanding funds.

Mr Lewis reported that any underspends from completed projects had been returned to balances or requested for new projects. Officers responsible for projects NIF022 (construction of proposed household waste recycling centre at Kidlington) and NIF025 (food waste and recycling collections from flats) had requested that funding remain allocated to them for a further 3 months to allow time to progress these.

The Oxfordshire Waste Partnership agreed:

1. to note the return of a project underspend of £6,500 from project NIF007;
2. to note the reallocation of a project underspend from project NIF014 to a new project promoting recycling services in Barton;
3. that the remaining funding of £7,861 for projects NIF020 and 021 be retained for use by Vale of White Horse District Council for a further 3 months, whilst the position on collection charges for waste from MoD facilities is resolved;
4. that the remaining funding of £200,000 for NIF022 be retained for use by Oxfordshire County Council for a further 3 months, whilst issues relating to the development of the Kidlington household waste recycling centre site are addressed; and
5. that plans for the reallocation of an underspend to NIF025 be finalised by West Oxfordshire District Council and presented to the Officer Strategy Group and the OWP Chairman for approval.

## **8. Residual Waste Treatment and Bulking & Haulage Project updates**

The partnership considered the report giving an update on the residual waste treatment project at Ardley and on procuring a bulking and haulage contract to enable the efficient transport of waste to the Ardley site.

Mr Pau reported that good progress was being made on construction of the site. Separately, Agrivert were constructing a new facility at Crowmarsh battlefield to process 40,000 tonnes of food waste from the South Oxfordshire and Vale of White Horse district councils. The county council were considering alternative options for the household waste recycling centre in case land ownership issues at the proposed Kidlington site could not be resolved.

The partnership noted that Ardley had stopped composting the bio-degradable bags from the food waste stream due to complaints about the smell, and was land-filling them until a solution acceptable to the Environment Agency was found. Ms Wines reported that the Environment Agency would review the situation in December.

The Oxfordshire Waste Partnership:

1. noted and supported the progress made on the residual waste treatment project; and
2. noted and supported the progress made on the procurement of a bulking and haulage contract for the efficient delivery of waste to the Ardley Energy from Waste facility.

## **9. Recent legislative and regulatory changes**

The partnership considered the report setting out recent changes in legislation and regulation affecting the collection and disposal of waste and changes to the disposal of street sweepings previously composted.

The partnership noted that Oxford City Council officers would review the regulations revising the range of non-domestic premises which could be charged for having their waste collected and disposed, and would update partnership members. Authorities would have to take a pragmatic view on mixed-use premises such as town halls. The designation of Forces barracks would be clarified.

Nationally, the Environment Agency had found heavy metals and hazardous substances on samples of street sweepings and hence required these to be removed from composting. Sweepings were going to landfill until an acceptable recycling method could be found, reducing the overall recycling rate by about 5 per cent. The officers' group would discuss options for recycling and disposal and the impact on each council's costs. The Environment Agency would provide guidance on disposal of leaf collections before the autumn.

Regulations from HMRC changing the designation and landfill tax on sorted inert waste (from £2.50 to £64 per tonne) would have a major impact on illegal fly-tipping, dumping and burial as companies tried to reduce their disposal costs. This would have associated increased costs for partner authorities in dealing with fly-tipping. The change also affected skip hire and disposal costs for building work. The Environment Agency was working with waste teams and the police to reduce illegal disposals.

The Oxfordshire Waste Partnership agreed:

1. to note the recent steep increase in cost of disposal per tonne for ground up inert waste in landfill; its effect on businesses and households; and the potential impact on fly-tipping and dumping and associated increased costs for the partner authorities in clearing and disposing of this;
2. to write to HMRC and MPs to set out impact of this change on businesses, households, partner authorities and the environment and request an urgent review of this change; and
3. that officers should develop a coordinated approach to implementing the new Controlled Waste Regulations 2012

The meeting closed at 12.10pm

Chairman

Date

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## OXFORDSHIRE WASTE PARTNERSHIP JOINT COMMITTEE 26<sup>th</sup> October 2012

### Agenda Item 5: Joint Municipal Waste Management Strategy five year review

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

- 1.1 To report the findings of a public consultation and to present a revised draft Joint Municipal Waste Management Strategy document for approval.

#### **2 Background**

- 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 policies are relevant. A review has been completed and a draft strategy document for public consultation was approved by OWP in June 2012.
- 2.2 A public consultation was launched on 21<sup>st</sup> June 2012 and ran for 6 weeks until 3<sup>rd</sup> August 2012. It was undertaken through an online questionnaire hosted by Oxfordshire County Council. Paper copies were also made available. In addition to the public questionnaire, some workshops were held with secondary school eco-councils through the Oxfordshire Green Schools programme. The consultation findings, together with draft management responses are set out in appendix 1.
- 2.3 From appendix 1 it can be seen that there is broad support for the revised strategy. Respondents support waste reduction and reuse efforts and wish to see further improvement to our high recycling & composting rates. Respondents were keen that OWP councils worked closely with local communities and with third sector organisations. They want OWP to help businesses to reduce their waste and also support the inclusion of local environmental quality issues within the strategy. Respondents think it is important for OWP to continue its communications work to promote sustainable waste management.
- 2.4 Some helpful comments were received on the draft wording of some policies within the draft strategy. Respondents suggested the retention of a “per person” or “per household” based waste reduction target rather than the broader tonnage based target in the consultation draft. They also favoured the continued inclusion of countywide recycling targets. It was suggested that the wording of some of the other policies (such as the partnership working policy) could be made simpler and more meaningful. These suggestions have been taken on-board and revised policy wording is set out within an updated draft strategy document in appendix 2.
- 2.5 There are few material changes to the revised draft strategy other than the inclusion of new recycling & composting targets under policy 4. These are:
- By 31<sup>st</sup> March 2020: recycle or compost at least 65% of household waste;
  - By 31<sup>st</sup> March 2025: recycle or compost at least 70% of household waste.
- The performance benchmarking section (section 17 of appendix 2) has been updated to include 2011/12 figures. These have also been taken in to account in the waste tonnage forecasting section (section 18 of appendix 2) together with the most recent household projections.
- 2.6 A strategy action plan will be developed for approval at the next OWP meeting; with implementation beginning 1 April 2013. This will avoid any overlap with the agreed OWP action plan for 2012/13.

## OXFORDSHIRE WASTE PARTNERSHIP JOINT COMMITTEE

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

- 3.1 There were few costs associated with the public consultation exercise as it was largely conducted online using existing systems. Document design was also provided in-house by the OWP Communications Officer. Postage and printing costs were met by the existing OWP revenue budget.
- 3.2 The revised strategy document takes cognisance of current budgets and can be delivered within present funding levels. Strategy implementation may be at risk if budgets are reduced in future.
- 3.3 Recycling & composting targets within the JMWMS form the basis of targets within the OWP financial arrangements. Under the present OWP financial arrangements agreement, changes to recycling targets would result in a corollary change to financial arrangements targets. The current financial arrangements are being reviewed by Treasurers and Chief Executives. A verbal update features elsewhere on today's meeting agenda.

### **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 2006/7 JMWMS. While broadly policy areas remain the same, some policies from the 2006/7 strategy have been amended and refined to reflect changes over the past five years. A new policy has been added on local environmental quality.

### **6 Options or Alternatives**

- 6.1 Amendments to the revised draft strategy set out in appendix 2 may be proposed.

### **7 Recommendations**

- 7.1 To:
- i. Note the public consultation findings;
  - ii. Agree the revised JMWMS set out in appendix 2;
  - iii. Recommend to partner councils that the revised JMWMS is adopted and replaces the current document that was agreed in 2006/7.

### **8 Reasons for Recommendations**

- 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**

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

## Refreshing the Joint Municipal Waste Management Strategy 2012

### Public consultation results and management response

The consultation was launched on 21<sup>st</sup> June 2012 and ran for 6 weeks until 3<sup>rd</sup> August 2012. Responses were invited through the OCC consultation portal and paper response forms were available at libraries and on request if required. Comments were also accepted via telephone and email.

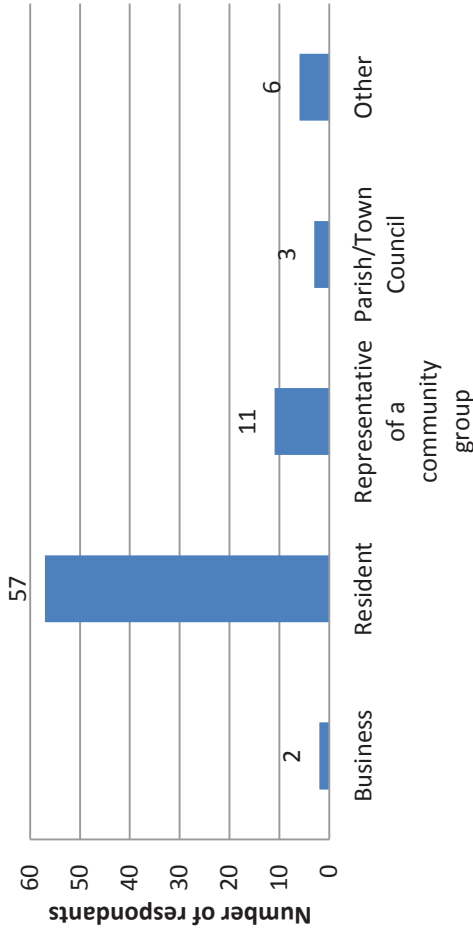
The consultation was promoted in the following places:

- Details and links on all partner websites.
- Hard copies and posters were available at 17 of the larger libraries in the county
- Posters were displayed in Partner offices and at Household Waste Recycling Centres.
- Two press releases were issued and the consultation was featured in at least 2 of the local papers.
- The consultation was tweeted and included in a number of electronic newsletters.
- All Community Action Groups were individually emailed and the consultation was included as part of 'The Key' newsletter.
- Parish and town councils were all emailed with the details and an electronic poster.
- Statutory consultees, key stakeholders and surrounding LAs were written to.

Through our schools education provider, we also held workshops with members of the eco councils of five secondary schools to seek the opinions of younger residents. Questions were tailored to the audience and were designed to stimulate debate on wider waste and recycling issues with the aim of gaining the views of those who will soon be householders themselves. The responses gathered are detailed separately at the end of this document.

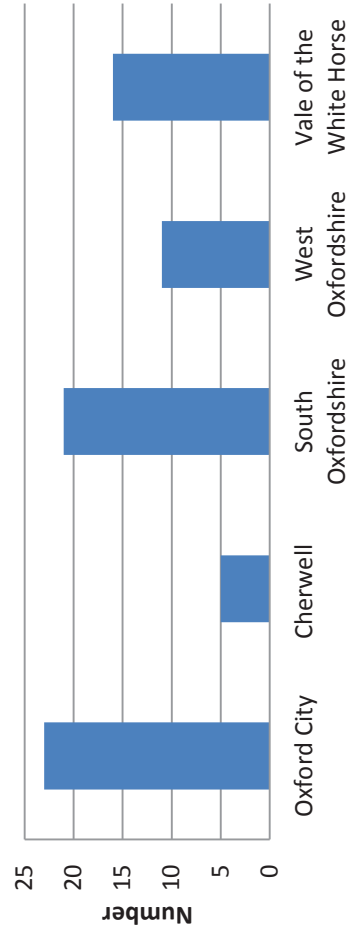
An analysis of the feedback received, and our response is included below. The changes have been incorporated into a strategy that was presented to OWP for approval on 26<sup>th</sup> October 2012. The new strategy is available from [www.oxfordshirewaste.gov.uk](http://www.oxfordshirewaste.gov.uk), or by phoning 08450 50 45 50.

### Are you responding as a.....



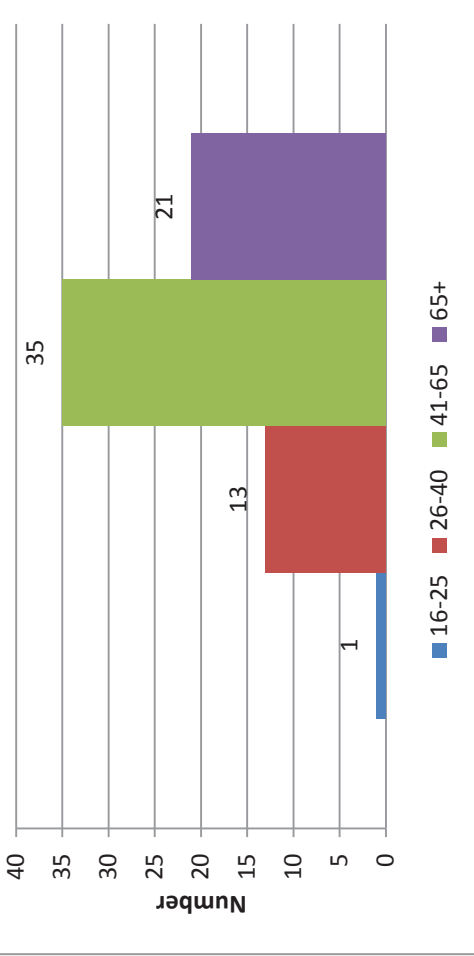
We had 82 responses to the full consultation, 69% of these were from residents.

### Which area of Oxfordshire do you live in?



Responses were received from all districts.

### What is your age group?



Respondents were from a range of age groups. Feedback from members of secondary school eco councils are detailed below

**Policy 1 Oxfordshire Waste Partnership will encourage the efficient use of resources, reduce consumption and take responsibility for the waste that we produce**

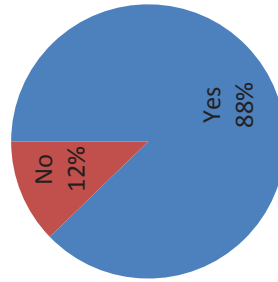
**Do you support our proposed way forward for Policy 1?**

**Responses**

Of the 49 people who responded, 43 people agreed with the way forward.

Those who disagreed commented that they would prefer weekly bin collections, believing that the additional vehicles and mileage required outweighed the environmental benefits of increased recycling. Other comments included increasing the commitment to a 50% carbon reduction by 2030 and OWP leading by example on construction projects, providing a framework that all construction in Oxfordshire can use to produce waste an energy efficient buildings.

**Do you support the proposed way forward for Policy 1?**



**Management response**

OWP will seek to use verified carbon calculators to assess the carbon impact of our activities. These calculations will then form part of our decision making process in order to ensure the best environmental option is chosen. Once robust carbon measures are in place we will seek to report on our performance annually.

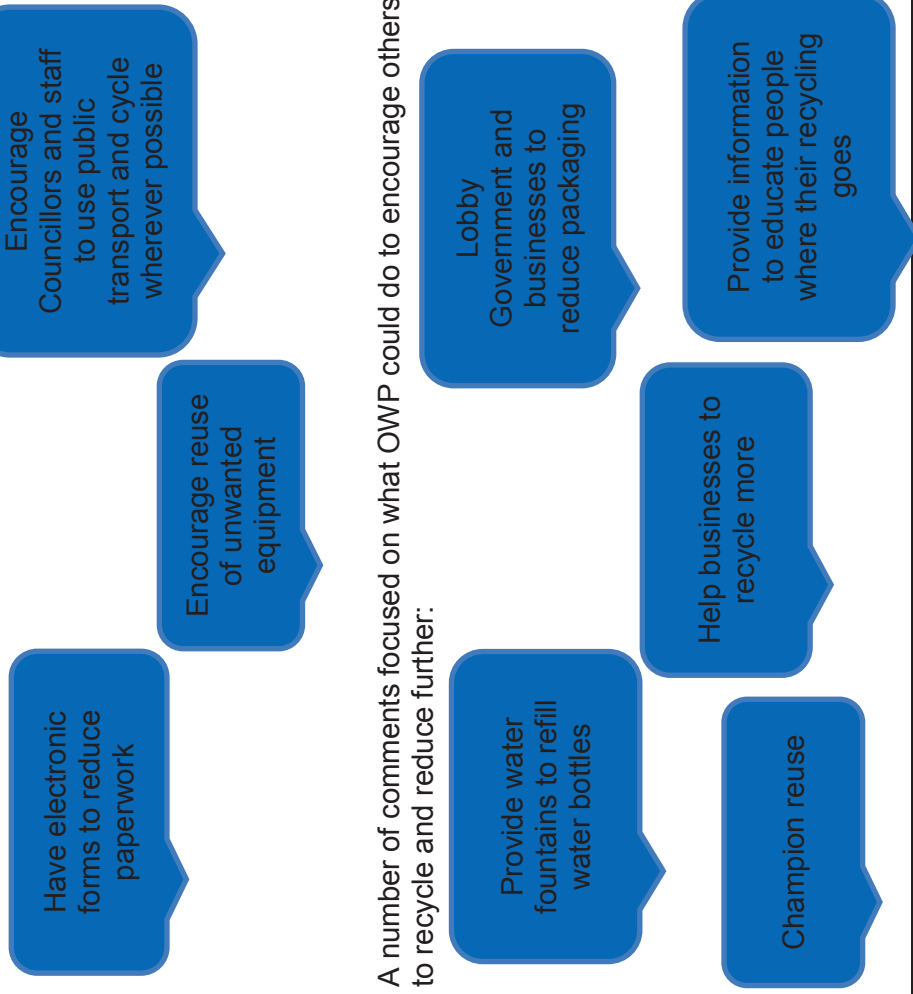
We will work with our property and facilities colleagues to ensure that waste reduction and reuse are considered as part of their decision making processes.

As part of our commercial waste activity, we will continue to provide advice and information on sustainable construction methodology to builders in Oxfordshire.

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

**Responses**

This question received 38 wide ranging responses, some were focused around what OWP could do to reduce our own waste arisings:



**Management response**

In 2013 we will be working with the 'give me tap' campaign to encourage shop owners to provide water free of charge to those who want to refill their water bottles.

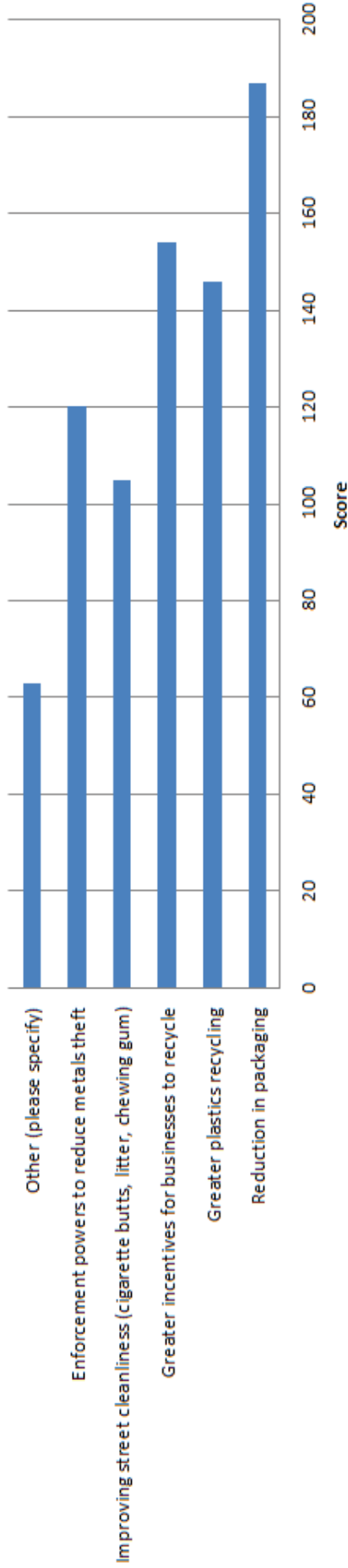
We will continue to develop our trade waste services and sign the Business waste services commitment, publically committing to 13 actions to improve waste services to businesses.

We will publish the end destinations of all of our recyclables so that people can see where their recyclables are sent for reprocessing, and will continue to promote reuse in house and through our HWRC strategy.

To promote sustainable travel and commuting, we will work with the environment partnership to encourage participation in events and programmes such as the Oxfordshire Cycle Challenge, and Walk to Work week.

|  |  |
|--|--|
|  |  |
| <p><b>Policy 2:</b><br/><b>Oxfordshire Waste Partnership will lobby central government to focus on waste as an integral part of sustainable resource management</b></p> <p><b>Do you support the suggested way forward on influencing and lobbying?</b></p> <p>46 people responded to this question. 37 agreed with our suggested way forward and 9 did not.</p> <p>Reasons given were:<br/>That we should not lobby at all and be a-political<br/>That we should return to weekly residual collections<br/>That we should have weekly food waste collections across the county (with fortnightly residual)<br/>That we should not accept waste from outside of Oxfordshire.</p> | <p>We propose to maintain the existing policy as there is broad support for it. Most comments received did not directly relate to this policy or to the question asked. The issues that were raised have been considered under the most relevant policy.</p> |
| <p><b>What do you think are the most important issues to lobby on?</b></p>   |  |

## What do you think are the most important issues to lobby on?



### Comments within the "Other" category included:

- The promotion of reuse in the local community (3 responses)
- Making it easy for businesses to dispose of waste materials (no HWRC permits)
- Promote home and community composting
- Increase on-street recycling bins
- Keep Redbridge HWRC open
- Higher targets for landfill reduction
- Maintain fortnightly refuse collections
- VAT and tax incentives to encourage reuse
- Promotion of recycling
- Leave street scene issues out of OWP
- Encourage construction and business waste reduction
- Packaging reduction
- Support local food
- Work on preventing local environmental quality issues such as litter

Reducing packaging is a high priority for respondents, as is the promotion of business waste recycling. Plastics recycling is also an issue that respondents would like to see developed. OWP proposes to include these issues in all relevant responses to government consultations and will promote these issues locally.

Communications campaigns aimed at preventing environmental quality problems are also supported. OWP will continue communications work in this area to reduce issues such as litter, dog fouling and fly-tipping.

rather than focussing on clearing up

**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.**

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

**New policy reads:**

“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”

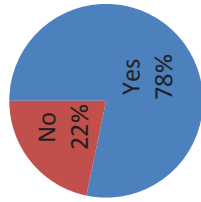
**Responses received**

**Proposed Management response**

Whilst the majority of respondents agreed with the proposed change, it is clear that the wording of the new policy was not easy to understand for some. The suggestion that a target relating to individuals or households should be taken on board and the wording of the new policy (to replace the old policies 3 and 5) amended to read:

**“Oxfordshire Waste Partnership will help households and individuals to reduce and manage their waste to seek to ensure zero growth of municipal waste per person per annum.”**

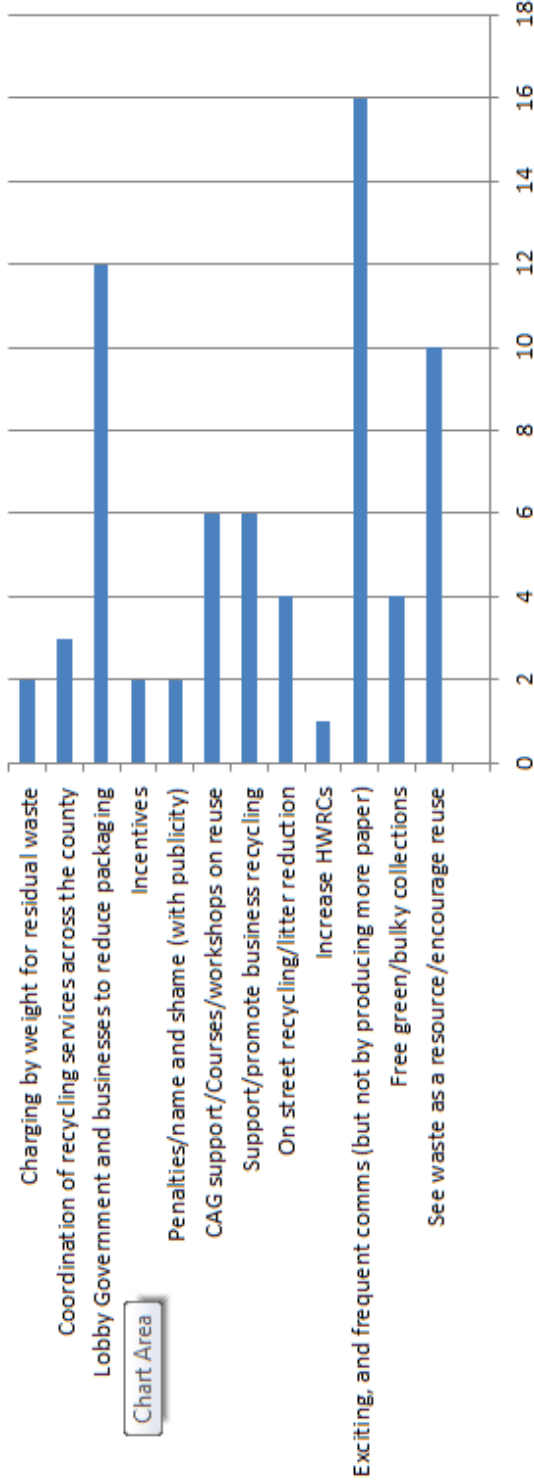
## Do you agree with keeping policy 4 and merging Policies 3 and 5?



Of the 10 that disagreed, the reasons cited were that:

- Policy 4 should read “increase” rather than “encourage” reuse.
- “Provision of advice and appropriate services” should be added back to provide some meaning.
- New policy would result in more literature from the council on reducing waste.
- A 5 year target as per the 2006 strategy should be maintained and is more meaningful. A per capita target would overcome population/household growth.
- Not in favour of dropping the existing 0% growth target.
- The new tonnage target will not be meaningful to most people. A kg per head of population target would be better.
- Householders have little influence on waste reduction, as the nature of goods and packaging is influenced by supermarkets.

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



64 people responded to this question

There were a number of suggestions made here by residents, summarised above. Common themes included changing behaviour to see waste as a resource and encouraging reuse, lobbying Government and businesses to produce less packaging, and having exciting, frequent communications with residents so they are able to celebrate our successes, and we can provide information to them on what can be recycled. There was support for a coordinated recycling system across Oxfordshire in order to reduce confusion as to what could and could not be recycled.

Respondents were keen that we continue with regular communications to encourage and inspire residents to continue recycling. We will ensure that this is reflected in our annual OWP communications plan.

We will ensure that we respond to relevant government consultations whenever possible and contribute to industry bodies seeking to reduce excessive packaging.

We are currently assessing our HWRC implementation plan and will incorporate a stronger focus on reuse into any changes made.

When specifying and renewing waste & recycling collection contracts, OWP will aim to provide a comprehensive and broadly consistent service across Oxfordshire.

OWP councils will continue to use the WRAP national recycling symbols to make recycling options consistent and easy to recognise.

How would you like us to communicate with you? Please rank them from 1 – 5 (1 = highest priority)

**Proposed Management response**

Website updates and articles in council publications and the in the local press will continue to be prioritised in the OWP communications plan.

Each of the media listed, including the further suggestions made, will continue to be used whenever it is value for money to do so.

|   | Number of respondents responding | Ranking |
|---|----------------------------------|---------|
| Website   | 42                               | 1       |
| Leaflet   | 27                               | 4       |
| Council publications (newsletters, council tax bills) | 34                               | 2       |
| Social media (facebook and twitter)                   | 26                               | 5       |
| Local press   | 35                               | 3       |

**Further suggestions**

- Email (x5) and text messages
- CAG newsletter
- Poster campaigns (x2)
- Attend local meetings
- Low cost and free options should be prioritised to keep council costs down.

**Policy 6:**

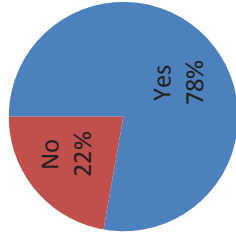
Oxfordshire Waste Partnership will provide an integrated system of collection and processing of household waste which will achieve, as a minimum:

- 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

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

Respondents want to further improve recycling and composting rates in the county, and they recognise the importance of waste reduction. Details on our new targets are given below.

## Do you think we should set higher recycling and composting targets as part of this review?



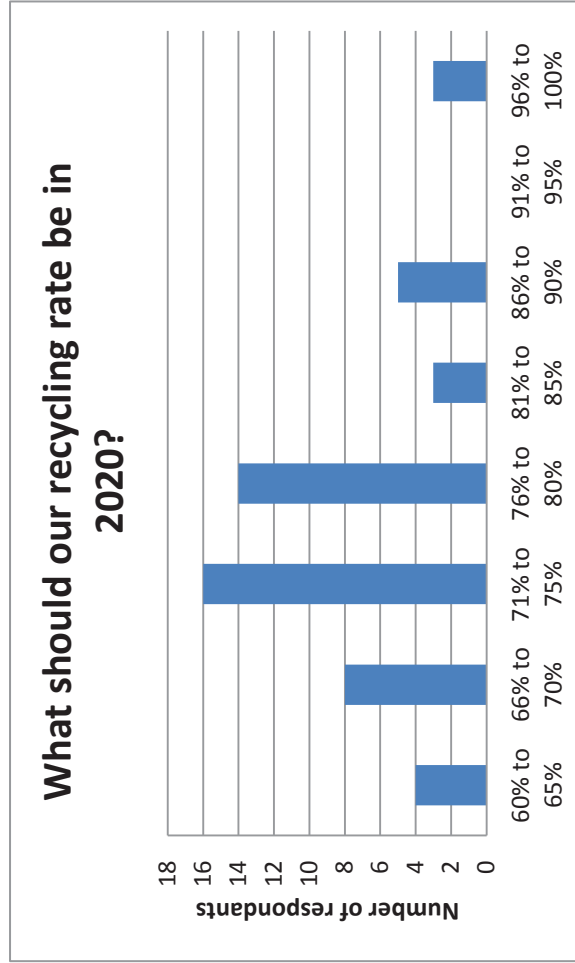
45 responses were received. 35 agreed with setting new targets. Only 2 disagreed, but 8 left further comments. These were:

- Recognise that there is a limit to the levels that can be achieved
- Requested that targets also be set to reduce waste levels
- That targets should increase quicker
- Focus on customer service rather than league tables
- Should aim to at least match Scotland & Wales targets of 70% by 2025. All Oxon councils should aim to match Vale & South performance.
- Composting operations at Sutton Courtney causes nuisance. There should be not further increase to composting until this is addressed.
- Should also set targets for commercial waste recycling. Efforts should focus on improving the lower performing councils.
- Targets are pointless.

**In 2011/12 Oxfordshire recycled or composted 60% of its waste, what do you think our County wide targets should be in:**

**2020?**  
**2025?**

69 people responded to this question. There was wide support for increased targets ranging from 65% in 2020 to 100% in 2025. A number of respondents commented we should also concentrate on reducing the amount of waste that we generate as well as increasing our recycling levels.



New targets to be set (subject to OWP joint committee and partner councils approval) so that policy 6 is updated to read:

**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 2020: recycle or compost at least 65% of household waste;**

**By 31<sup>st</sup> March 2025: recycle or compost at least 70% of household waste.**

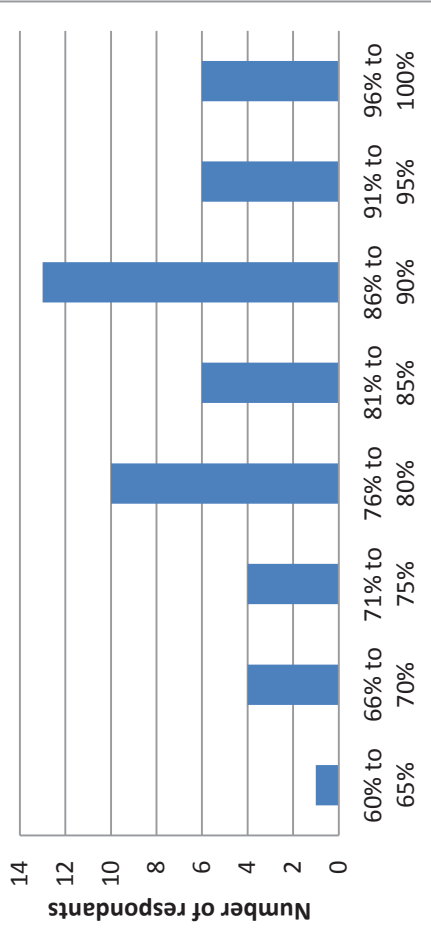
This is slightly lower than indicated by respondents, but is a more achievable figure given the current technology and infrastructure available. At least 3 Partner Councils are tied to existing contracts for the next 5 years, meaning that wide-scale changes cannot be made. It is proposed that this figure is kept under review and assessed at the 2017 JMWMS review and raised if possible.

Our waste reduction targets are set in Policy 3 and 5, and have been reviewed to ensure that they remain challenging.

We ensure that all of our materials are sent to correctly licenced facilities, with planning permission.

Commercial waste recycling and customer service will be addressed by signing up to the WRAP Business Recycling & Waste Services Commitment.

### What should our recycling rate be in 2025?

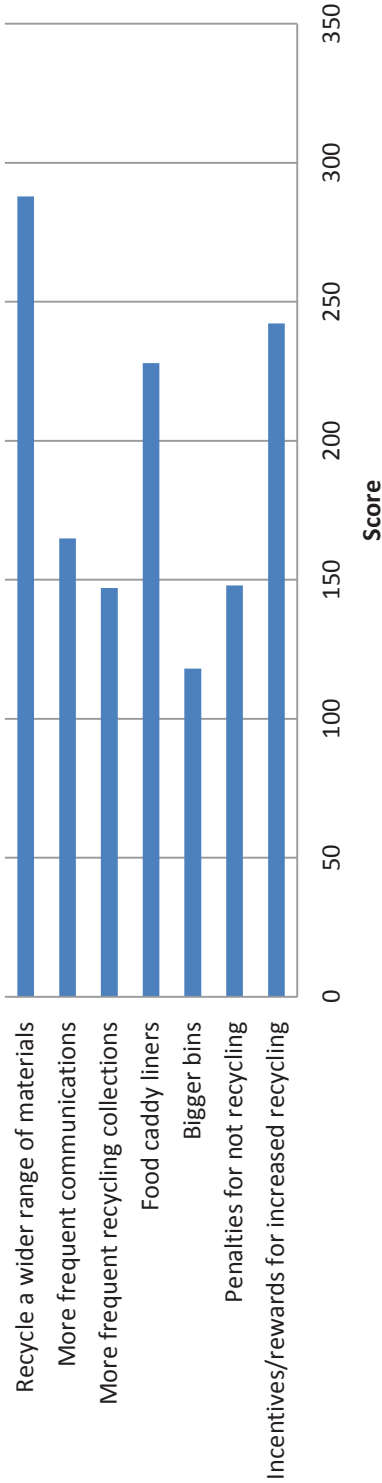


### Additional comments

|   |   |
|---|---|
| As high as possible                                 | 2 |
| Focus on reduction not recycling                    | 7 |
| Increase business waste recycling                   | 1 |
| Recycle more materials                              | 1 |
| Don't chase targets                                 | 1 |
| Need individual materials targets                   | 1 |
| Reduce frequency of collections                     | 1 |
| Provide bigger recycling bins                       | 1 |
| Ensure facilities can cope with increased recycling | 1 |

### What help do residents need from local councils to reduce waste and recycle and compost even more?

## What help do residents need to reduce waste and recycle and compost even more?



61 people responded to this question.

Residents were keen to be able to recycle a wider range of materials, ranking this most highly. The other top choices were provision of food caddy liners, incentives/rewards for increased recycling, and more frequent communications. The least favoured options were more frequent collections, bigger bins and penalties for not recycling.

26 respondents made additional comments, requesting more materials to be recycled (i.e. plastics, electricals and packaging) bigger recycling bins, favouring incentives over penalties and good customer service, promoting waste reduction, a common recycling system across the county, source segregation of materials, easy access to a HWRC or expanded range of material collected. A common theme was clear communications on what can and cannot be recycled, especially with regard to packaging brands.

We will continue to add to the range of materials that can be recycled locally wherever operationally and financially feasible. OWP councils have recently added batteries to our kerbside collections, and installed small electricals banks across the county Mattress recycling at HWRCs is being trialled and the possibilities of bulky waste recycling are also being investigated.

We will continue this work by adding the investigation of new materials streams to our annual OWP action plan.

We will aim to make food waste caddy liners easily available for all residents either through direct sales such as the vending machines in Cherwell DC or by working with local retailers and supermarkets. This will be added to the projects group action plan each year to monitor.

We have recently started a recycling incentive trial in Barton in Oxford City

and will continue to monitor the progress of this and national recycling incentive schemes through the OWP projects group.

|   |    |
|---|----|
| <b>Additional comments</b>                              |    |
| Free green waste collections                            | 2  |
| Better communications about what can/cannot be recycled | 6  |
| Community recycling bins                                | 1  |
| No penalties  | 1  |
| Waste Reduction   | 1  |
| Recycle a wider range of materials                      | 12 |
| Smaller residual bins                                   | 3  |
| Reuse   | 2  |
| Coordinated collections across the county               | 1  |
| Household waste audits                                  | 1  |
| Easy access to a HWRC                                   | 2  |

**Policy 7: Oxfordshire Waste Partnership will ensure that recycling facilities and services are available to all residents**

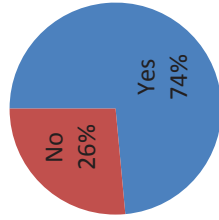
**Are there any changes that you would like to see to our kerbside recycling systems?**

68 people responded to this question, with 18 respondents saying 'No' and 50 saying 'Yes'.

There is strong support to increase the amount of material that can be recycled at the kerbside. In recent years new streams such as liquid cartons and batteries have been added. We will continue to add materials whenever it is operationally and financially feasible to do so.

A number of respondents requested free bulky and green waste collections. Fees for bulky waste and garden waste collections are set by individual partner councils. In light of current local government funding pressures, these are unlikely to be removed in the short term. Alternative options such

## Are there any changes you would like to see to our kerbside recycling systems?

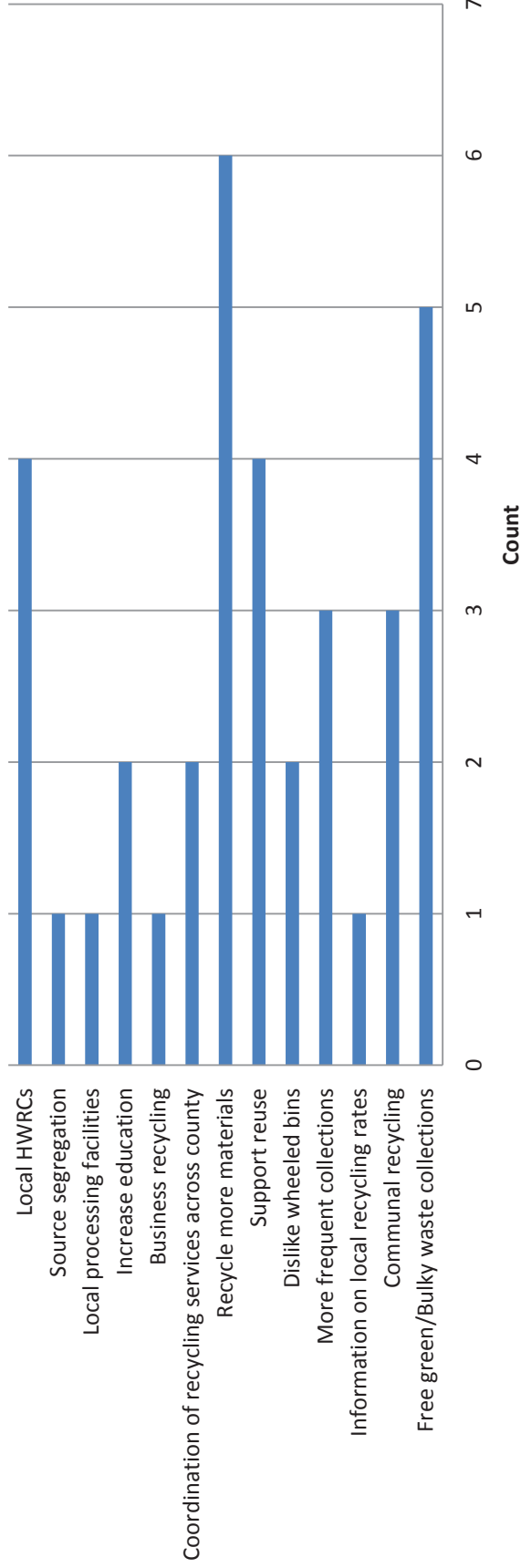


Of those who would like to see changes, there were a wide range of suggestions as to how the service could be improved, however common themes included accepting a wider range of materials for recycling; having free bulky and green waste collections and more communal/community recycling bins. Again, there was support for a county wide system to help reduce confusion. Some respondents also commented on HWRC provision, these will be included with responses to the HWRC question.

as charity collections and “freecycle” will also be promoted.

We are currently working on increasing reuse provision in the county by supporting the Bicester Reuse and sustainable living centre, which is due to open in March 2013. We are also investigating the possibility of reuse shops on our HWRCs. In the shorter term, we will continue to work with a number of organisations to divert specific materials, such as bikes, to charities that are able to repair and reuse them.

## What changes would you like to see to Kerbside collection systems



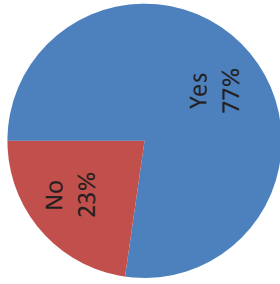
## Are there any changes that you would like to see to the Household Waste Recycling Centres?

66 people responded to this question, with 15 saying 'No', and 51 saying 'Yes'.

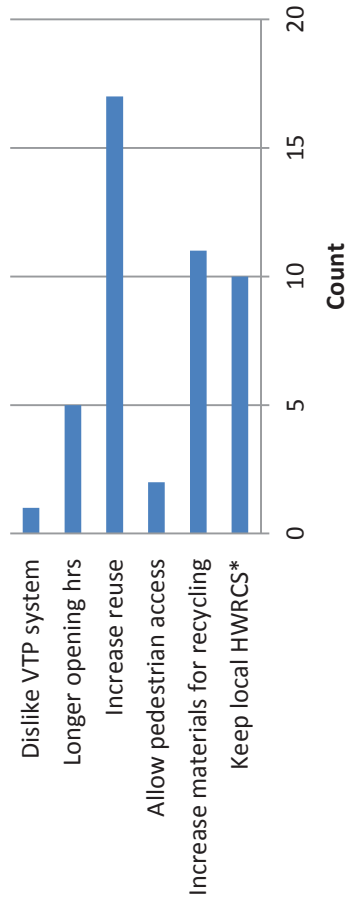
There was general support to keep local HWRCs open, reducing the need to travel, increase the number of materials that they can accept for recycling (examples included paint, plasterboard and plastics) and allow for reuse on site.

There was a significant indication that respondents wish to keep local HWRCs open, and that there should be reuse shops on site. This feedback will be used to inform the Oxfordshire County Council HWRC strategy.

### Are there any changes that you would like to see to the HWRCs?



### What changes would you like to see at the HWRCs



\* includes answers from kerbside question

**Policy 8:**  
**Oxfordshire Waste Partnership will encourage householders and businesses to separate waste for recycling collections by providing targeted information and awareness raising.**

**From the following list, what else could local authorities do to help businesses reduce waste and recycle more? Please rank suggested options from 1 – 6 (1 = highest priority)**

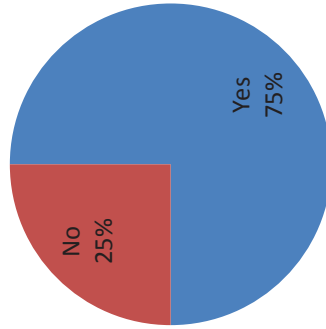
An initial trial of introducing recycling banks at a business park has not been wholly successful, as clients favoured a collection rather than bring bank system. It is considered more appropriate to focus on recycling collections for commercial customers. Access to HWRCs will also be prioritised. We will continue to provide advice and information.

The current “retrader” online materials exchange will be kept under review through 2012.13.

|   | Number of respondents responding | Ranking |
|---|----------------------------------|---------|
| Online materials exchange for businesses                                  | 28                               | 4       |
| Access to HWRCs (for a reasonable charge)                                 | 26                               | 3       |
| Development of recycling banks at business parks (at a reasonable charge) | 30                               | 1       |
| District council collections  | 29                               | 2       |
| Advice and information  | 28                               | 4       |
| Other   | 7                                |         |

**Do you agree with the proposed rewording of the policy?**  
*New policy reads: “Oxfordshire Waste Partnership will encourage businesses to reduce and reuse waste and separate waste for recycling collections by providing targeted information and awareness raising.”*

## Do you agree with the proposed rewording of Policy 8?



Comments from those disagreeing were:

- there should not be a charge
- Confused by removal of householders from the policy
- Need to do more than provide info/raise awareness. Work to get waste routes which are cost effective and promote recycled products.
- Should not make social groups and community centres pay business rates.
- Don't know enough and I am feeling led.
- Proactive, targeted and sustained communication needed.
- Proximity principle should be the basis of this policy. Facility size should be to meet local requirements.

Revise policy wording to read:

**“Oxfordshire Waste Partnership will encourage businesses to reduce, reuse and recycle by providing good quality recycling services, information and advice.”**

Charges are set by individual councils, but charging policies for different types of premises will be reviewed by OWP in response to the Controlled Waste Regulations 2012.

Reiterate that similar policies relating to householders are included elsewhere within the strategy and that this policy is OWP's specific commitment to trade/commercial waste.

### Policy 9:

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.

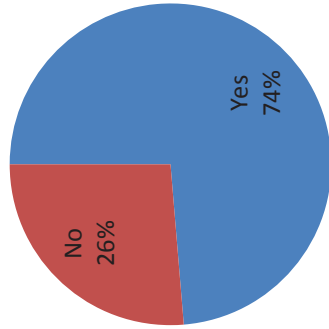
**Do you agree with the proposed rewording of the policy?**

New policy 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."

Revise policy wording to read:

**"Oxfordshire Waste Partnership will recover energy from non-recyclable waste through the operation of the Ardley Energy from Waste facility and will seek to landfill no more than 5% of non recyclable household waste"**

**Do you agree with the proposed rewording of Policies 9 and 10?**



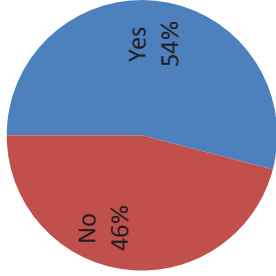
10 disagreed. Comments were that:

- Reducing and reusing should be prioritised.
- Favours direct delivery to Ardley rather than bulking & haulage, as this increases traffic around the bulking sites.
- Ardley plant also needs to reduce its Co2 output
- The policy needs to be clearer about what is meant by "recovering value", treatment of residual waste" and "energy from waste". Relate it to the Ardley plant.
- Why can't mattresses be burned and springs recycled?
- LATS targets have already been met with EfW. Burning plastics

|   |  |
|---|--|
| <p>causes CO2 emissions. Will our higher recycling reduce the energy levels recovered by the EfW (i.e. electricity generation to power 38,000 homes).</p> <ul style="list-style-type: none"> <li>• The 5% target should include landfill waste from the EfW plant. EfW is less preferable to landfill</li> <li>• EfW should be a last resort after waste reduction, reuse and recycling.</li> </ul>   |  |
| <p><b>Policy 11:</b><br/>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.</p> <p><b>Is there anything else that we should do to improve our current approach to managing hazardous waste streams?</b></p>  |  |
| <ul style="list-style-type: none"> <li>• Encourage reuse. More local recycling opportunities for CDs and printer cartridges.</li> <li>• Cannot both “meet and exceed” (grammar is incorrect).</li> <li>• There should be national specialist waste processors for hazardous materials rather than leaving it to individual local Councils.</li> <li>• How do you deal with disposable nappies?</li> <li>• Prepare and make plans for future safe recycling of hazardous waste.</li> <li>• Businesses need to reduce hazardous waste.</li> <li>• Monitor battery and light bulb recycling point at retailers to ensure systems operate well (perhaps with CAG support)</li> <li>• Work with Grundons</li> <li>• Let residents know how to deal with hazardous waste and what is meant by hazardous waste</li> <li>• Ensure haz waste is kept out of the EfW plant.</li> <li>• Local collections for small WEEE</li> <li>• Make it easy for the public to dispose of potentially hazardous items in a safe manner. Encourage residents to buy more environmentally</li> </ul> | <p>Revise policy wording to read: <b>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 as a minimum meet legislative requirements.</b></p> <p>Recycling options will be researched for CDs, printer cartridges and disposable nappies.</p> <p>Recycling and take back options for small WEEE, light bulbs and similar will be promoted, as will hazardous waste reduction through the OWP Communications Plan.</p> <p>Refute claim relating to Clinical waste bulking. Such bulking would reduce travelling distances and costs, with minimal impact on traffic volumes near bulking facilities.</p> |

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| <p>friendly products (paints, cleaners etc).</p> <ul style="list-style-type: none"> <li>• There is some suggestion that Clinical Waste be centralised within the county prior to being exported to a Hazardous Waste site. The current system seems to work well and the superimposition of centralised transit facilities would add to the burden on particular local communities.</li> <li>• Lobby to ensure take back services are in place for products that are not widely recyclable (such as printer cartridges)</li> </ul> |   |
| <p><b>Policy 12:</b><br/>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><b>Do you have any views on Policy 12?</b></p>  | <p>Retain existing policy wording.</p>  |
| <p>There was support for reducing distance travelled by waste materials (particularly by road) and for the proximity principle. Respondents also stated that facilities needed to operate to the highest environmental standards in order to reduce pollution.</p> <p>Construction waste recycling should be explored in order to minimise gravel extraction requirements.</p>   |   |
| <p><b>Policy 13:</b><br/>Oxfordshire Waste Partnership will assist the development of local markets for recovered materials.</p> <p><b>Is anything else you think we could do to encourage local markets for reprocessed materials?</b></p>  |   |
| <ul style="list-style-type: none"> <li>• Promote textiles reuse and repair</li> <li>• Promote the purchase of goods made from recycled materials</li> <li>• Encourage recycling of WEEE</li> <li>• Promote reuse at HWRCs (e.g. bike refurbishment)</li> </ul>   | <p>The vast majority of these ideas are already delivered and will be maintained and expanded wherever possible.</p> <p>Clarify that the policy intends to promote the local reprocessing materials</p> |

|   |   |
|---|---|
| <ul style="list-style-type: none"> <li>• Encourage home composting</li> <li>• Promote reusable materials and opportunities for reuse at HWRCs</li> <li>• Provide training/evening classes on repairing items or making items from waste materials.</li> <li>• Develop an accreditation system for businesses that reduce and reuse.</li> <li>• Promote reuse of construction and trade wastes (such as wood off-cuts)</li> <li>• Financial incentives such as rates relief for reuse businesses.</li> <li>• Care should be taken in developing this policy to positively encourage other authorities to provide the facilities to meet their own waste requirements, rather than rely on Oxfordshire and thereby transferring the burden from their communities to ours.</li> </ul> | <p>rather than the importation of wastes. Consider broadening and simplifying the term “reprocessing” to “reuse and recycling.”</p> |
| <p><b>Policy 14:</b><br/>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><b>Should OWP explore the development of stronger partnership working for Oxfordshire?</b></p>  |   |

| <p style="text-align: center;"><b>Should OWP explore the development of stronger partnership working in Oxfordshire?</b></p> <div style="text-align: center;">  <table border="1" style="margin: auto;"> <thead> <tr> <th>Response</th> <th>Percentage</th> </tr> </thead> <tbody> <tr> <td>No</td> <td>46%</td> </tr> <tr> <td>Yes</td> <td>54%</td> </tr> </tbody> </table> </div> <p>Comments received:</p> <ul style="list-style-type: none"> <li>• Policy is woolly and needs to be clearer/more specific (x3).</li> <li>• Should work in partnership with charities (furniture recycling etc)</li> <li>• Strong support for continuation of existing partnership</li> <li>• Individual authorities should retain responsibility for the quality of service they deliver to their tax payers</li> <li>• Favour development of local community partnerships (x3).</li> </ul> | Response   | Percentage | No | 46% | Yes | 54% | <p>Revise policy wording to read:</p> <p><b>Oxfordshire Waste Partnership councils will work together, with local communities, and with our service providers to reduce the environmental and financial costs of waste management.</b></p> |
|---|--|------------|----|-----|-----|-----|--|
| Response  | Percentage   |            |    |     |     |     |  |
| No  | 46%  |            |    |     |     |     |  |
| Yes   | 54%  |            |    |     |     |     |  |
| <p><b>What else would you like to see us doing to develop the OWP?</b></p> <p>Comments received:</p> <ul style="list-style-type: none"> <li>• Developing the moral reasons to recycle and live less materialistic lives.</li> <li>• Scale up existing activities such as CAGs and sale of recycled</li> </ul>   | <p>There is support for the continuation of waste prevention work and our education and communications work. We will continue this work and seek to build up the involvement of local charities, communities and groups.</p> <p>We will continue to publish annual accounts.</p> |            |    |     |     |     |  |

|  |  |
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| <p>products.</p> <ul style="list-style-type: none"> <li>• Publish accounts.</li> <li>• Formal representation of communities and businesses.</li> <li>• Prioritise residents' needs over waste industry requirements.</li> <li>• More emphasis on behaviour change campaigns</li> <li>• More communication on work with businesses. More info on the EfW process and on recycling processes.</li> <li>• Encourage inter-parish competition on waste reduction.</li> <li>• LFHW campaign well received.</li> <li>• More work with social enterprises and charities.</li> <li>• Place emphasis on education at all levels (schools, businesses)</li> <li>• Scrap it!</li> </ul>   |  |
| <p><b>Local Environmental Quality</b><br/>"Oxfordshire Waste Partnership will seek to improve local environmental quality through effective communications and enforcement activity."</p> <p><b>What are your views on the proposed policy for LEQ?</b></p>  |  |
| <p>There is broad support for this policy. Comments received:</p> <ul style="list-style-type: none"> <li>• Reduce fly-tipping by making it easy for residents to dispose of their waste</li> <li>• Focus on resource efficiency/reduced packaging and prevention measures (x2)</li> <li>• Work with fast-food outlets and make them contribute (x2).</li> <li>• Use community service to help with litter picking.</li> <li>• Enforcement measures supported (x3)</li> <li>• Weed clearance needed</li> <li>• Education is key (x2)</li> <li>• Bring back deposit schemes</li> <li>• Litter levels around the Oxford ring road need to be reduced/cleanliness improved.</li> <li>• Communication to emphasise the cost of littering</li> </ul> |  |

**Which of the following Local Environmental Quality issues should we focus for communications and enforcement activity?**

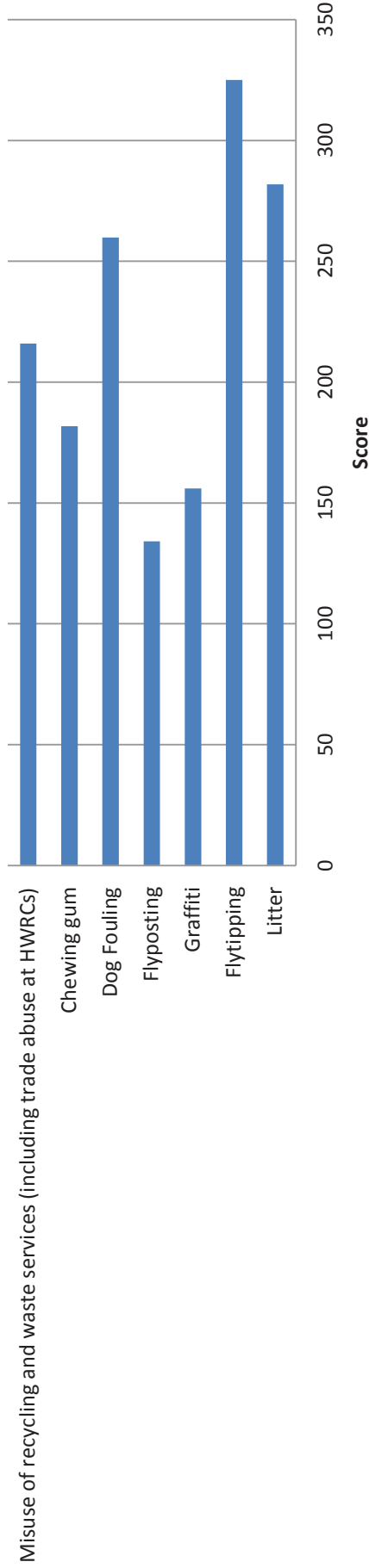
67 people responded to this question.

There was a fairly even spread of responses indicating that all issues are of importance to respondents. Fly-tipping, dog fouling and litter were ranked highest. Additional comments focused on stopping littering from cars, and ensuring that the council remove out of date signage and posters to not add to the problem.

The OWP enforcement officers group works across districts, and with neighbouring authorities and the Thames Valley Police to coordinate campaigns and Enforcement activity.

The responses to this question will be used to develop a number of campaigns led by this group to focus issues such as fly-tipping, litter and dog fouling. These will be included within the annual OWP action plan.

**What LEQ issues should we focus on?**



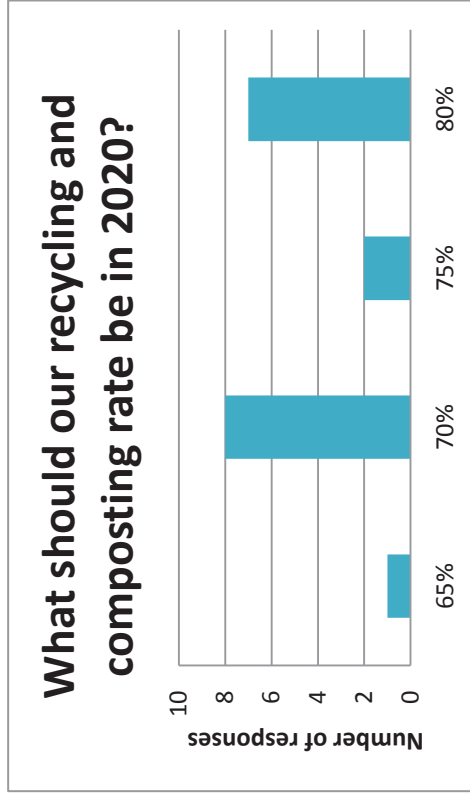
### Feedback from eco council members

20 pupils were interviewed from 5 secondary schools across the county. Pupils were aged 16-17 and members of their school's Eco Council. A limited selection of questions from the consultation was chosen to allow detailed feedback on issues.

• **Question 1: Oxfordshire currently has a recycling rate of 60%. What should we aim for in 2020 and 2025?**

**Responses**

There was wide support for increased targets from all respondents, although generally the rise was lower than that requested through the formal consultation.



**Management response**

New targets to be set (subject to OWP Joint committee and partner councils approval) so that the policy will read:

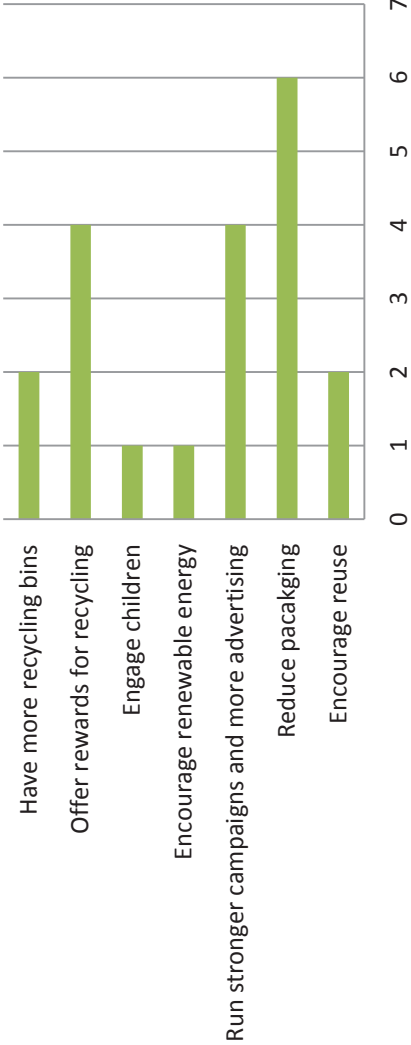
**Oxfordshire Waste Partnership will provide an integrated system of collection and processing of household waste which will achieve, as a minimum:**

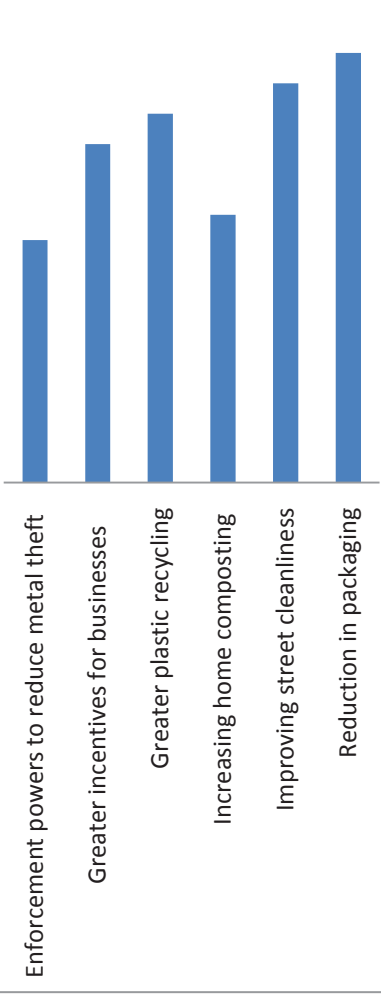
**By 31<sup>st</sup> March 2020: recycle or compost at least 65% of household waste;**

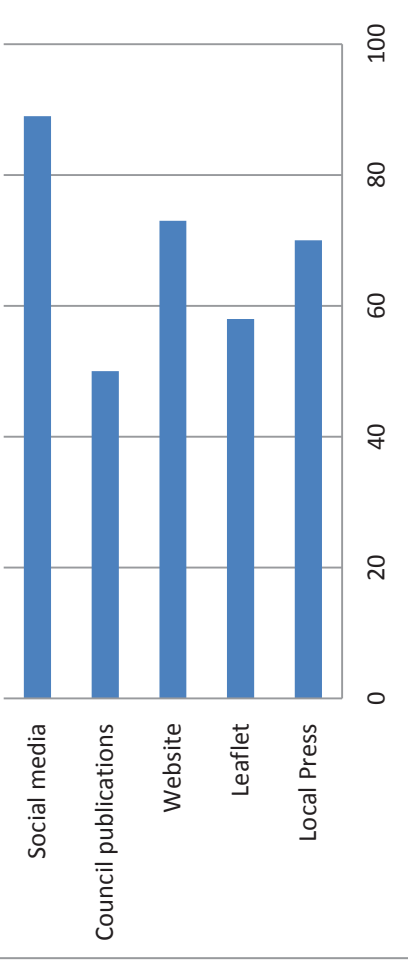
**By 31<sup>st</sup> March 2025: recycle or compost at least 70% of household waste.**

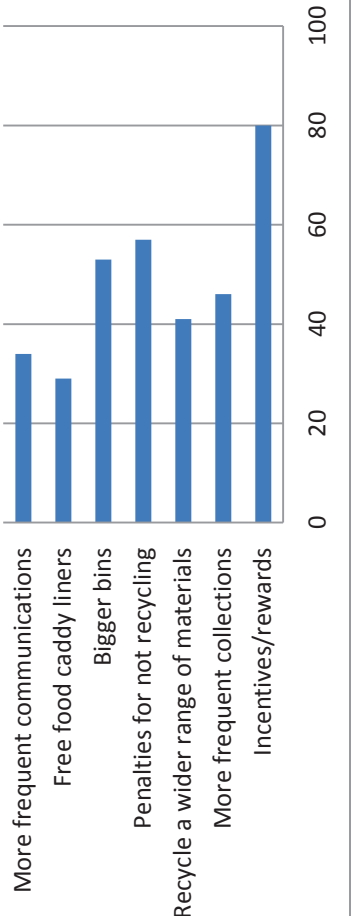
This is slightly lower than indicated by respondents, but is a more achievable figure given the current technology and infrastructure available. At least 3 Partner Councils are tied to existing contracts for the next 5 years, meaning that wide-scale changes cannot be made. It is proposed that this figure is kept under review and assessed at the 2017 JMWMS review and raised if possible.

| <p><b>What should our recycling and composting rate be in 2025?</b></p> <table border="1"> <thead> <tr> <th>Target Rate</th> <th>Number of Responses</th> </tr> </thead> <tbody> <tr> <td>75%</td> <td>1</td> </tr> <tr> <td>80%</td> <td>7</td> </tr> <tr> <td>85%</td> <td>3</td> </tr> <tr> <td>90%</td> <td>2</td> </tr> <tr> <td>95%</td> <td>3</td> </tr> <tr> <td>100%</td> <td>1</td> </tr> </tbody> </table> | Target Rate  | Number of Responses | 75% | 1 | 80% | 7 | 85% | 3 | 90% | 2 | 95% | 3 | 100% | 1 |  |
|---|--|---------------------|-----|---|-----|---|-----|---|-----|---|-----|---|------|---|--|
| Target Rate   | Number of Responses  |                     |     |   |     |   |     |   |     |   |     |   |      |   |  |
| 75%   | 1  |                     |     |   |     |   |     |   |     |   |     |   |      |   |  |
| 80%   | 7  |                     |     |   |     |   |     |   |     |   |     |   |      |   |  |
| 85%   | 3  |                     |     |   |     |   |     |   |     |   |     |   |      |   |  |
| 90%   | 2  |                     |     |   |     |   |     |   |     |   |     |   |      |   |  |
| 95%   | 3  |                     |     |   |     |   |     |   |     |   |     |   |      |   |  |
| 100%  | 1  |                     |     |   |     |   |     |   |     |   |     |   |      |   |  |
| <ul style="list-style-type: none"> <li>• <b>Question 2: What else do you think the council should do to encourage the efficient use of resources and reduce consumption of products?</b></li> </ul>   |  |                     |     |   |     |   |     |   |     |   |     |   |      |   |  |
| <p><b>Responses</b></p> <p>Reducing packaging and improving communications were again the most popular answers given, and it was encouraging to see reuse mentioned by two students.</p> <p>Promotion of renewable energy was an issue not suggested in the formal consultation, but mentioned by a student during discussions</p>  | <p><b>Management response</b></p> <p>We will ensure that we continue with regular communications to encourage and inspire residents to continue recycling. We will also ensure that we respond to relevant government consultations whenever possible and contribute to industry bodies seeking to reduce excessive packaging.</p> <p>The Environment Partnership works hard to promote the benefits of energy reduction and renewable energy and will continue this focus to reduce the impact that buildings, and the actions of</p> |                     |     |   |     |   |     |   |     |   |     |   |      |   |  |

| <p>What else can the council do to encourage the efficient use of resources and reduce consumption of products?</p>  <table border="1"> <thead> <tr> <th>Action</th> <th>Number of Responses</th> </tr> </thead> <tbody> <tr> <td>Have more recycling bins</td> <td>2</td> </tr> <tr> <td>Offer rewards for recycling</td> <td>4</td> </tr> <tr> <td>Engage children</td> <td>1</td> </tr> <tr> <td>Encourage renewable energy</td> <td>1</td> </tr> <tr> <td>Run stronger campaigns and more advertising</td> <td>4</td> </tr> <tr> <td>Reduce packaging</td> <td>6</td> </tr> <tr> <td>Encourage reuse</td> <td>2</td> </tr> </tbody> </table> | Action   | Number of Responses | Have more recycling bins | 2 | Offer rewards for recycling | 4 | Engage children | 1 | Encourage renewable energy | 1 | Run stronger campaigns and more advertising | 4 | Reduce packaging | 6 | Encourage reuse | 2 | <p>their inhabitants, have on the environment.</p> |
|--|--|---------------------|--------------------------|---|-----------------------------|---|-----------------|---|----------------------------|---|---|---|------------------|---|-----------------|---|--|
| Action   | Number of Responses  |                     |                          |   |                             |   |                 |   |                            |   |   |   |                  |   |                 |   |  |
| Have more recycling bins   | 2  |                     |                          |   |                             |   |                 |   |                            |   |   |   |                  |   |                 |   |  |
| Offer rewards for recycling  | 4  |                     |                          |   |                             |   |                 |   |                            |   |   |   |                  |   |                 |   |  |
| Engage children  | 1  |                     |                          |   |                             |   |                 |   |                            |   |   |   |                  |   |                 |   |  |
| Encourage renewable energy   | 1  |                     |                          |   |                             |   |                 |   |                            |   |   |   |                  |   |                 |   |  |
| Run stronger campaigns and more advertising  | 4  |                     |                          |   |                             |   |                 |   |                            |   |   |   |                  |   |                 |   |  |
| Reduce packaging   | 6  |                     |                          |   |                             |   |                 |   |                            |   |   |   |                  |   |                 |   |  |
| Encourage reuse  | 2  |                     |                          |   |                             |   |                 |   |                            |   |   |   |                  |   |                 |   |  |
| <p>• <b>Question 3: What do you think are the most important issues to campaign on?</b></p>  |  |                     |                          |   |                             |   |                 |   |                            |   |   |   |                  |   |                 |   |  |
| <p><b>Responses</b></p> <p>Whilst reduction in packaging was the most popular answer given, students also ranked improving street cleanliness as an important issue, this was ranked 5<sup>th</sup> in the formal consultation. Campaigning for a reduction in metals theft was ranked lowest by younger residents, and 4<sup>th</sup> by respondents in the formal consultation</p>   | <p><b>Management response</b></p> <p>OWP proposes to promote a reduction in packaging through campaigns and in response to government consultations.</p> <p>Communications campaigns aimed at preventing environmental quality problems are also supported. OWP will continue communications work in this area to reduce issues such as litter, dog fouling and fly-tipping.</p> |                     |                          |   |                             |   |                 |   |                            |   |   |   |                  |   |                 |   |  |

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| <p><b>What are the most important issues to campaign on?</b></p>  <p>Enforcement powers to reduce metal theft</p> <p>Greater incentives for businesses</p> <p>Greater plastic recycling</p> <p>Increasing home composting</p> <p>Improving street cleanliness</p> <p>Reduction in packaging</p>                                 |   |
| <ul style="list-style-type: none"> <li>• <b>Question 4: How would you like us to communicate with you?</b></li> </ul> <p><b>Responses</b></p> <p>Social media was the most popular answer amongst students, and the least popular answer in the formal consultation, reflecting the national demographic in users. Council publications were ranked lowest here and second highest in the formal consultation.</p> | <p><b>Management response</b></p> <p>OWP will maintain and develop its social media presence through platforms such as Facebook and Twitter. We will aim to grow the number of our followers and include communications aimed at younger residents to grow the number of younger followers.</p> |

| <p><b>How would you like us to communicate with you?</b></p>  <table border="1"> <thead> <tr> <th>Communication Method</th> <th>Percentage</th> </tr> </thead> <tbody> <tr> <td>Social media</td> <td>95%</td> </tr> <tr> <td>Council publications</td> <td>55%</td> </tr> <tr> <td>Website</td> <td>75%</td> </tr> <tr> <td>Leaflet</td> <td>60%</td> </tr> <tr> <td>Local Press</td> <td>70%</td> </tr> </tbody> </table> | Communication Method   | Percentage | Social media | 95% | Council publications | 55% | Website | 75% | Leaflet | 60% | Local Press | 70% |  |
|--|--|------------|--------------|-----|----------------------|-----|---------|-----|---------|-----|-------------|-----|--|
| Communication Method   | Percentage   |            |              |     |                      |     |         |     |         |     |             |     |  |
| Social media   | 95%  |            |              |     |                      |     |         |     |         |     |             |     |  |
| Council publications   | 55%  |            |              |     |                      |     |         |     |         |     |             |     |  |
| Website  | 75%  |            |              |     |                      |     |         |     |         |     |             |     |  |
| Leaflet  | 60%  |            |              |     |                      |     |         |     |         |     |             |     |  |
| Local Press  | 70%  |            |              |     |                      |     |         |     |         |     |             |     |  |
| <p><b>Question 5: What help do you think residents need from local councils to reduce waste, recycle and compost even more?</b></p> <p><b>Responses</b><br/>Incentives and penalties were popular answers given by students, but ranked lower in the formal consultation. Provision of food caddy liners and the ability to recycle even more materials were ranked lower by students than other respondents.</p>  | <p><b>Management response</b><br/>OWP will continue to monitor the effectiveness of incentive schemes across the country through Projects group.</p> |            |              |     |                      |     |         |     |         |     |             |     |  |

| <p>What help do residents need from local councils to reduce waste and recycle and compost even more?</p>  <table border="1"> <thead> <tr> <th>Category</th> <th>Percentage</th> </tr> </thead> <tbody> <tr> <td>More frequent communications</td> <td>35%</td> </tr> <tr> <td>Free food caddy liners</td> <td>30%</td> </tr> <tr> <td>Bigger bins</td> <td>55%</td> </tr> <tr> <td>Penalties for not recycling</td> <td>60%</td> </tr> <tr> <td>Recycle a wider range of materials</td> <td>45%</td> </tr> <tr> <td>More frequent collections</td> <td>50%</td> </tr> <tr> <td>Incentives/rewards</td> <td>85%</td> </tr> </tbody> </table> | Category  | Percentage | More frequent communications | 35% | Free food caddy liners | 30% | Bigger bins | 55% | Penalties for not recycling | 60% | Recycle a wider range of materials | 45% | More frequent collections | 50% | Incentives/rewards | 85% |  |
|---|---|------------|------------------------------|-----|------------------------|-----|-------------|-----|-----------------------------|-----|------------------------------------|-----|---------------------------|-----|--------------------|-----|--|
| Category  | Percentage  |            |                              |     |                        |     |             |     |                             |     |                                    |     |                           |     |                    |     |  |
| More frequent communications  | 35%   |            |                              |     |                        |     |             |     |                             |     |                                    |     |                           |     |                    |     |  |
| Free food caddy liners  | 30%   |            |                              |     |                        |     |             |     |                             |     |                                    |     |                           |     |                    |     |  |
| Bigger bins   | 55%   |            |                              |     |                        |     |             |     |                             |     |                                    |     |                           |     |                    |     |  |
| Penalties for not recycling   | 60%   |            |                              |     |                        |     |             |     |                             |     |                                    |     |                           |     |                    |     |  |
| Recycle a wider range of materials  | 45%   |            |                              |     |                        |     |             |     |                             |     |                                    |     |                           |     |                    |     |  |
| More frequent collections   | 50%   |            |                              |     |                        |     |             |     |                             |     |                                    |     |                           |     |                    |     |  |
| Incentives/rewards  | 85%   |            |                              |     |                        |     |             |     |                             |     |                                    |     |                           |     |                    |     |  |
| <ul style="list-style-type: none"> <li>• <b>Question 6: Are there any changes you would like to see to our kerbside recycling systems?</b></li> </ul> <p><b>Responses</b><br/>60% of students answered no. Those that said yes, suggested the following:</p> <ul style="list-style-type: none"> <li>Put the bins back properly</li> <li>Collect the bins more frequently</li> <li>Collect more materials for recycling</li> <li>Have more/bigger bins for recycling</li> <li>Stop squeaky bin wheels</li> </ul>   | <p><b>Management response</b><br/>We will continue to add to the range of materials that can be recycled locally wherever operationally and financially feasible. OWP councils have recently added batteries to our kerbside collections, and installed small electricals banks across the county. Mattress recycling at HWRCs is being trialed and the possibilities of bulky waste recycling are also being investigated.</p> |            |                              |     |                        |     |             |     |                             |     |                                    |     |                           |     |                    |     |  |

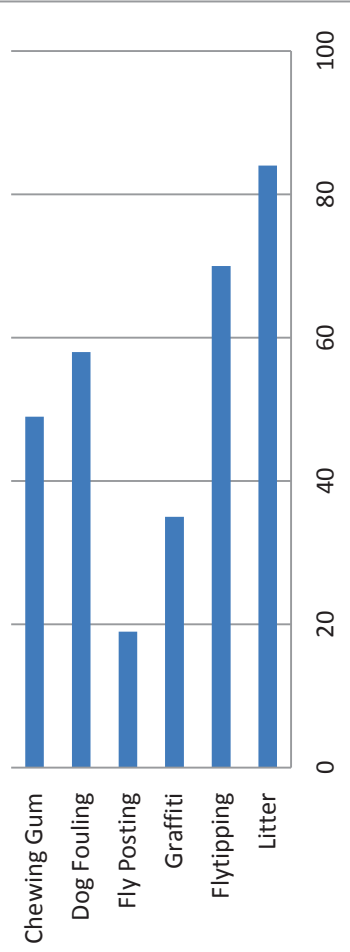
|   |  |
|---|--|
|   |  |
| <ul style="list-style-type: none"> <li>• <b>Question 7: What other materials you like to see collected at Household Waste Recycling Centres for recycling?</b></li> </ul> <p><b>Responses</b><br/>A number of different materials were suggested:</p> <ul style="list-style-type: none"> <li>• Crisp packets</li> <li>• Duvets and pillows</li> <li>• Carpets</li> <li>• Polystyrene</li> <li>• VHS tapes</li> <li>• Floppy discs</li> <li>• Nappies</li> <li>• Mattresses</li> </ul> | <p><b>Management response</b><br/>There is strong support to increase the amount of material that can be recycled. In recent years new streams such as liquid cartons and batteries have been added. We will continue to add materials whenever it is operationally and financially feasible to do so.</p> <p>Recycling options will be researched for CDs, printer cartridges and disposable nappies.</p> |
| <ul style="list-style-type: none"> <li>• <b>Question 8: Should there be one recycling system throughout all of Oxfordshire?</b></li> </ul> <p><b>Responses</b><br/>Most students agreed that one recycling system would make it easier, however two suggested that this should be extended across the country.</p>  | <p><b>Management response</b><br/>When specifying and renewing waste &amp; recycling collection contracts, OWP will aim to provide a comprehensive and broadly consistent service across Oxfordshire.</p>  |
| <ul style="list-style-type: none"> <li>• <b>Question 11: What is more important, reducing or recycling?</b></li> </ul> <p><b>Responses</b></p> <ul style="list-style-type: none"> <li>• Reducing – 10 students</li> <li>• Recycling – 5 student</li> <li>• Equally important – 5 students</li> </ul>  | <p><b>Management response</b><br/>The Strategy reaffirms the overall approach from 2007, but changes the emphasis up the hierarchy to include more reduction and reuse.</p>  |

**• Question 12: Which issues should we prioritise for communications and enforcement activity?**

**Responses**

Litter and Flytipping were the top two answers given by students and respondents to the formal consultation; Flyposting was the ranked lowest by both sets of respondents.

What issues should we prioritise for communications and enforcement activity?



**Management response**

The OWP enforcement officers group works across districts, and with neighbouring authorities and the Thames Valley Police to coordinate campaigns and Enforcement activity.

The responses to this question will be used to develop a number of campaigns led by this group to focus issues such as fly-tipping, litter and dog fouling. These will be included within the annual OWP action plan.

**• Question 13: Do you have any questions you would like to ask the council about waste and recycling?**

**Responses**

6 responses were received:

There needs to be more incentives for people to recycle and bigger fines for people who fly tip

I think that you should get schools actively involved and that may stop the problems of littering

**Management response**

Our schools education programme aims to engage with local children and help them improve their local environment at school and at home.

Where possible we will link with national campaigns that have the backing of large businesses and well known faces to promote reuse and recycling across

|  |                    |
|--|--------------------|
| <p>Try and get businesses/big companies to recycle and get famous people involved - would help to get younger people to recycle/reuse/ reduce</p> <p>Should be clearer on what you can and can't recycle</p> <p>Why are there no recycling centres in Didcot since the dump is here?</p> <p>Bigger recycling bins - it is a struggle to fit it all in, bigger bins should be supplied on request</p> | <p>the county.</p> |
|--|--------------------|

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### Oxfordshire Joint Municipal Waste Management Strategy 2012

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### 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      |

## **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. The WET Act is to be repealed in March 2013. OWP will continue to maintain a JMWMS as it sets out a useful and clear plan on how waste will be managed by Oxfordshire local authorities.
- 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 Plan 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.
- 1.5. Previously the term 'Municipal Waste' was used in waste policies and nationally reported data to refer to waste collected by local authorities. In other European legislation the definition of municipal waste included both household waste and that from other sources (that may or may not have

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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 wastes 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), street sweepings, litter and fly tipped materials.

### **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. Changes since the adoption of the 2006/7 JMWMS**

- 3.1. 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.
- 3.2. 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 2006/7 JMWMS set out how Oxfordshire councils were going to manage our waste over the next 25 years and improve our recycling performance. It identified the future

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challenges, the need for change and set out our shared vision for the future.

3.3. Since agreeing the JMWMS Oxfordshire has:

- Introduced new waste collection schemes that collect more recyclable and compostable materials from the kerbside and expanded recycling facilities at 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.

3.4. In 2011/12 OWP councils recycled or composted over 60% 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; reduce waste further, recycle more and send less waste for disposal.

3.5. The JMWMS commits to regular reviews in order to ensure that it remains current and its policies are relevant. As part of the 2012 review we have evaluated the progress that has been made so far and consulted on our plans and priorities for continual improvement across the county.

3.6. A public consultation on a draft five-year review of the JMWMS was undertaken in the summer of 2012. This updated strategy document includes changes made in response to the public consultation findings. The detailed consultation findings and accompanying management response can be found at [\[insert web address\]](#)

## **4. EU Waste Framework Directive**

4.1. 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 (shown in figure 1) 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.

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- All waste producers (including councils) must have recycling services in place for glass, metals, paper and plastics by 2015.
- 4.2. 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 within our activities, helping us to comply with the Framework Directive.
- 4.3. 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.

Figure 1 waste hierarchy



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

- 5.1. National Government published its review of waste policy and plans for a zero waste economy 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.
- 5.2. Oxfordshire is well placed to incorporate the national review findings. We already:

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- 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, We are aiming for zero waste to landfill 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.

5.3. 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.

5.4. 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.

5.5. 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.

5.6. The most significant development within the national review is perhaps the abolition of The Landfill Allowance Trading Scheme (LATS) from 31

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March 2013. This follows the reclassification of municipal waste to bring it in line with the broader European definition.

- 5.7. 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.
- 5.8. 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.
- 5.9. 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. OWP is committed to high standards of customer service and will sign up to the Business Recycling and Waste Services Commitment announced in the national review and developed by the Waste and Resources Action Programme (WRAP).

### **6. Costs**

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

#### **7. Landfill Allowance Trading Scheme**

- 7.1. 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.

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### **8. Landfill Tax**

8.1.1. 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 2011/12 landfill tax, set at £56 per tonne, cost Oxfordshire County Council over £6 million, an increase of around £3 million since 2006/7.

8.1.2. Total expenditure on landfill tax has increased 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 rate, but it still remains a significant proportion of the costs of waste management.

### **9. Reduced Public Spending**

9.1. 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.
- Recognising waste materials as a resource, and seeking to maximise income received through the sale of recyclables
- Working jointly to avoid duplication, share effort, resources and best practice.
- Developing innovative and creative cost saving solutions whilst protecting front line services

### **10. Climate change**

10.1. 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. Every Local Authority in Oxfordshire is compiling an annual greenhouse gas report

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outlining their annual emissions. 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.

- 10.2. 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.
- 10.3. 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.
- 10.4. 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.

## 11. Key Achievements: 2006 – 2011

- 11.1. 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 60% in 2011/12
  - Reduced the amount of household waste sent to landfill from 61.4% in 2006/7 to 38% in 2011/12<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).

## 12. Waste Reduction

- 12.1. Helping people to reduce the amount of waste that they produce is a key priority. Since 2006/7 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

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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.

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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.

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

- 13.1. Oxfordshire has raised its recycling rate from 33% to over 60% in just 6 years. This tremendous performance means that we have already exceeded our target to recycle 55% in 2020.
- 13.2. 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 2011/12, each of our District Councils were amongst the top 125 (out of 353 councils in England) for recycling and composting in England and three councils were in the top 10.

### ***14. Reducing Landfill***

- 14.1. 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 105,957 tonnes in 2011/12 (a reduction of 93,729 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 produced and recycle and compost as much as possible, before sending the remainder for energy recovery.
- 14.2. New district waste collection systems have been introduced alongside new waste treatment facilities. 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.
- 14.3. Significant investment in new waste infrastructure has occurred in the last five years. Since 2006/7 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. A second AD plant is under construction near Wallingford. Oakley Wood HWRC has also been fully refurbished. We have signed a contract to build an EfW plant in Ardley that will be able to take all of Oxfordshire's

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residual waste and when operating to capacity will produce enough electricity to power some 38,000 households.

### **15. Partnership Working**

- 15.1. Many of the achievements set out above have been made possible through the stronger partnership working arrangements established by OWP. By working together, 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.

### **16. Commercial Waste Management**

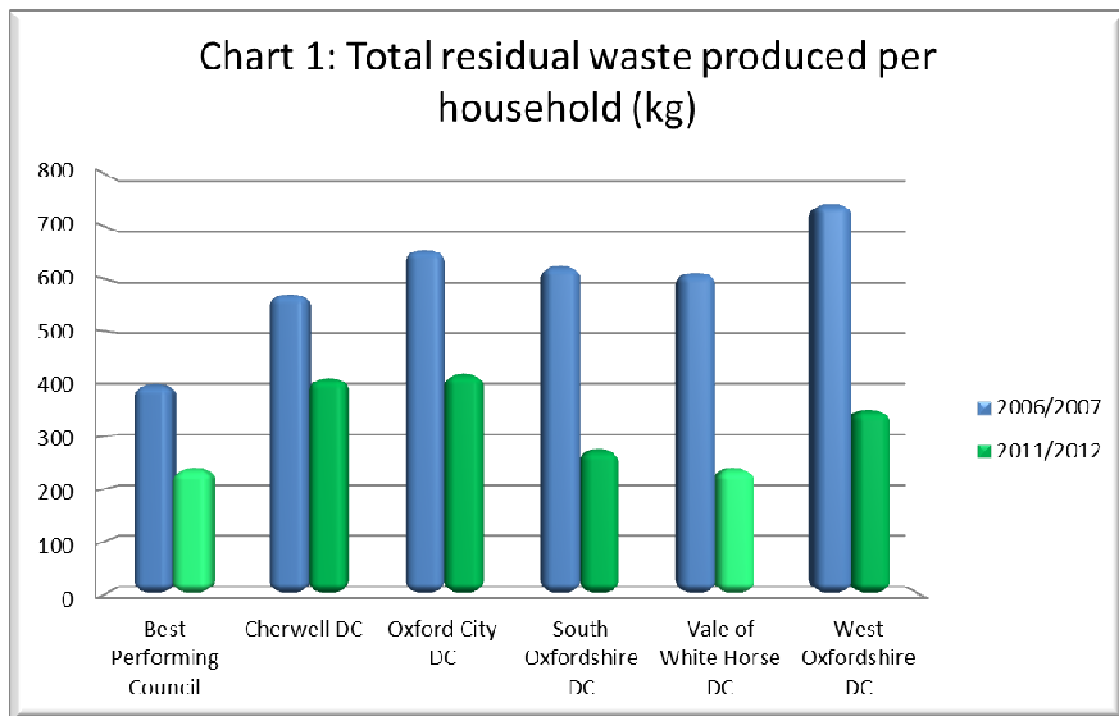
- 16.1. The terms “trade waste” and “commercial waste” are used interchangeably by local councils to describe waste from businesses. To help businesses manage their waste in accordance with the hierarchy, those districts that provide a commercial waste collection service are now able to collect recyclables 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.
- 16.2. 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.
- 16.3. Oxfordshire is 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

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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.

### 17. Performance benchmarking

17.1. 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 areas of different population sizes can be compared 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 2011/12; it is noticeable that we have reduced the amount of waste being produced per household dramatically, and one district (Vale of White Horse District Council) now has the lowest rate in the country. OWP councils now produce between 238kg/household/yr and 419kg/household/yr.



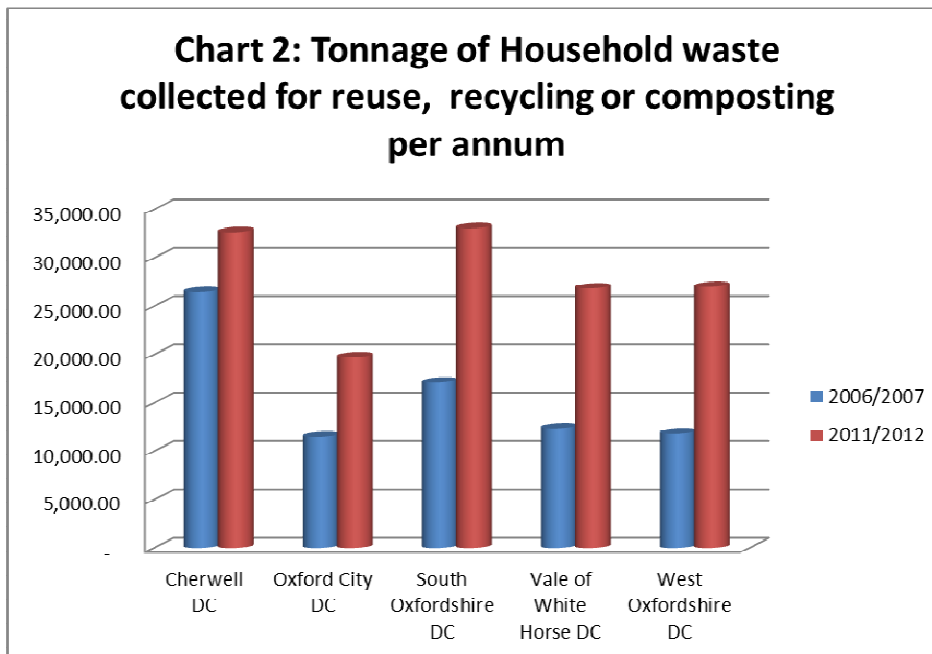
17.2. Table 1 shows that the achieved reductions in household residual waste levels have improved OWP councils ranking when compared to all other English councils. All District Councils have made significant

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improvements, with Vale of the White Horse improving by 117 places; making it the lowest producer of residual waste per household in England.

| <b>Table 1: Total Residual Household waste per Household national ranking</b> |                               |                               |             |
|---|-------------------------------|-------------------------------|-------------|
| Authority   | 2006/2007<br>National Ranking | 2011/2012<br>National Ranking | Improvement |
| Cherwell DC   | 73                            | 38                            | +35.0       |
| Oxford City DC  | 164                           | 43                            | +121.0      |
| South Oxfordshire DC  | 128                           | 2                             | +126.0      |
| Vale of White Horse DC  | 118                           | 1                             | +117.0      |
| West Oxfordshire DC   | 235                           | 11                            | +224.0      |

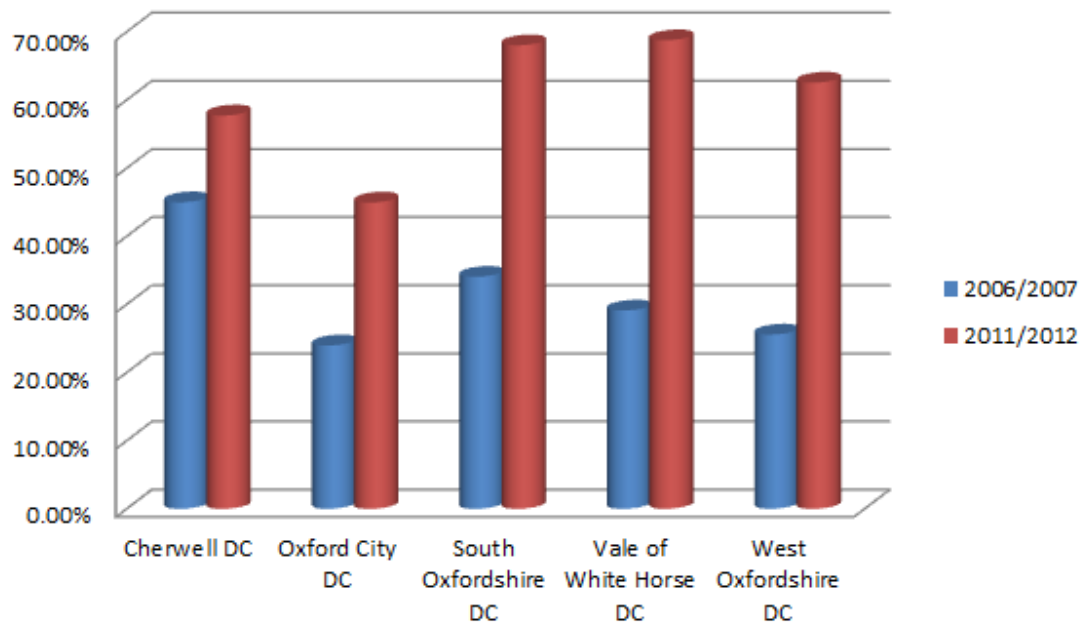
- 17.3. Chart 2 compares the total tonnage of household waste collected for recycling, reuse and composting by OWP Councils for both 2006/07 and 2011/12. All districts are now collecting much higher tonnages. Cherwell District Council has improved upon an already high tonnage collected in 2006/07, whilst changes to collection systems in other districts have also led to improvement. South Oxfordshire District Council has seen the largest increase.



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17.4. Chart 3 sets out the improvements made to District Council recycling rates (%) over the last five years. Huge improvements have been made, with four of the five districts now recycling more than 50%. These improvements have also enhanced positions within the national league tables with all councils making big improvements. This is shown in Table 2.

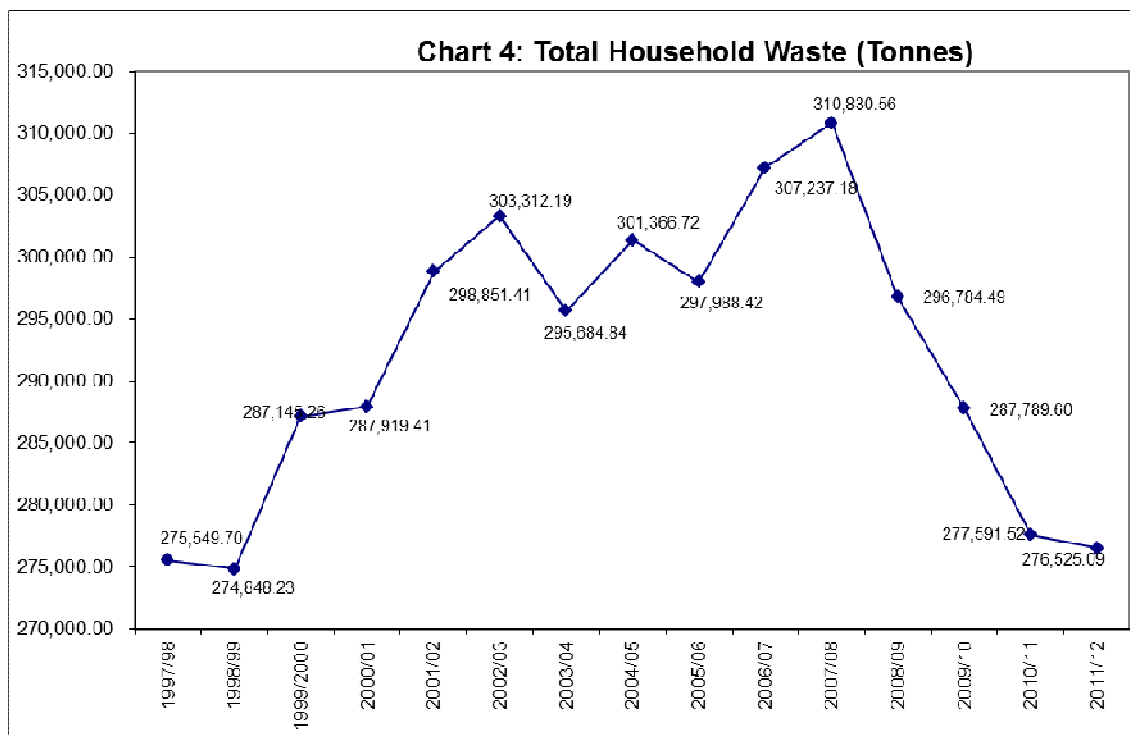
**Chart 3: % Household waste reused, recycled or composted**



| <b>Table 2: National ranking % recycled, reused or composted</b> |                            |                            |             |
|--|----------------------------|----------------------------|-------------|
| Authority  | 2006/2007 National Ranking | 2011/2012 National Ranking | Improvement |
| Cherwell DC  | 27                         | 18                         | +9          |
| Oxford City DC   | 261                        | 124                        | +137        |
| South Oxfordshire DC   | 119                        | 2                          | +117        |
| Vale of White Horse DC   | 174                        | 1                          | +173        |
| West Oxfordshire DC  | 209                        | 8                          | +201        |

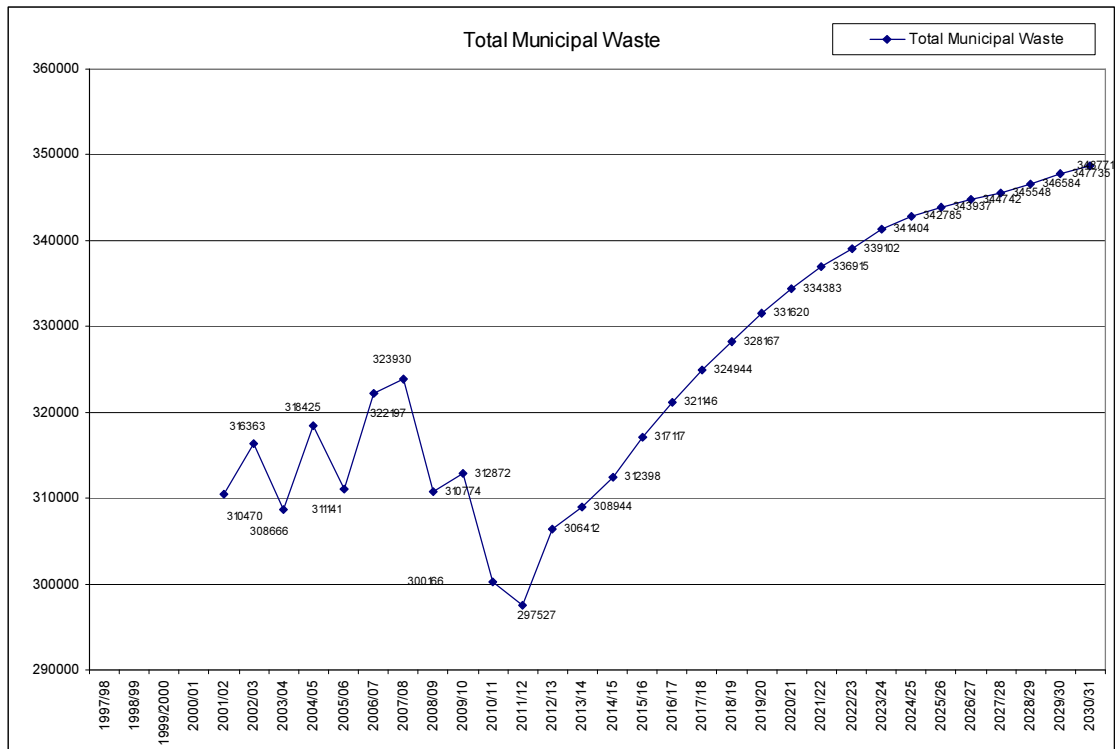
## 18. Waste Tonnage Forecasting

18.1. 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 few years have seen a sharp year on year decrease in waste, which is now levelling out. It is believed this is linked to the wider economic recession. However, greater resource efficiency is also playing a part.



18.2. Chart 5 sets out forecast waste arisings through to 2030. Early indications are that after several years of continual waste reduction, we will see a small rise in waste arisings in 2012/13. From this point forward we have predicted 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, including the wider state of the economy. Therefore, we will seek to regularly update our forecasting information over the life of the strategy.

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## 19. Elements of the JMWMS

19.1. The JMWMS consists of a “core strategy” document, detailing the key objectives and policies, and two supporting Annexes

- Core Strategy Document – This sets the scene and outlines the main policy objectives to be achieved.
- 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. .
- Annex B –Waste Prevention Strategy 2010-2020. This 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. .

19.2. In 2007 a number of additional Annexes were produced which assessed various different options for recycling and composting collections, residual waste treatment and how we were going to engage residents in making decisions. As changes have now been implemented, these documents have been archived, but are still available to view on our website ([www.oxfordshirewaste.gov.uk](http://www.oxfordshirewaste.gov.uk)). A full Strategic

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Environmental Assessment was also completed in 2007, and this, along with a review of the success of mitigation measures can also be found on the OWP website:

<http://www.oxfordshirewaste.gov.uk/wps/wcm/connect/occ/OWP/Home/About+us/OWP+-+About+us+-+4+Strategy>.

## **OWP Policies:**

### **20. Policy 1**

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

#### **20.1. Progress to date (2006/07-2011/12):**

20.1.1. 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%.

20.1.2. 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.

20.1.3. OWP offers two free compost bins to schools, along with advice from Master Composters to help them teach their pupils about home composting. OWP provides a wide ranging environmental education service, currently delivered by Groundwork Thames Valley. Groundwork engages 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 performance of their school.

20.1.4. 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.

#### **20.2. Future plans:**

20.2.1. 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

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council operated premises and regularly monitor our progress, leading by example whenever possible.

20.2.2. Emphasis is shifting; materials can be seen as valuable resources rather than waste. OWP will try to secure the best possible 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. We will also seek to share our learning with local businesses.

20.2.3. We will measure the carbon impact of our activities and contribute towards the 'Oxfordshire 2030' strategy target of a 50% Oxfordshire wide reduction of carbon on 2008 levels by 2030. More information on Oxfordshire 2030 can be found at [www.oxfordshirepartnership.org.uk](http://www.oxfordshirepartnership.org.uk).

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### **21. Policy 2:**

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

#### **21.1. Progress to date (2006/07-2011/12):**

21.1.1. 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.

#### **21.2. Future plans:**

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

21.2.2. 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.

21.2.3. 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 accumulations of waste.

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

21.2.5. 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 set more challenging targets and will lobby government to increase these along with appropriate resourcing.

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21.2.6. OWP believes 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.

21.2.7. OWP will develop policies to implement the Controlled Waste Regulations (CWRs) 2012, so that all premises are encouraged to reduce waste and recycle more. The CWRs set out local councils responsibilities for collecting and disposing of waste from various premises such as:

- Schools, colleges and universities
- Hospitals
- Residential and nursing homes
- Prisons
- Public halls
- Charities

The CWRs 2012 allow for waste disposal costs to be recovered by local authorities from a wider range of premises than was previously the case.

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### **22. Policy 3:**

Oxfordshire Waste Partnership will help households and individuals to reduce and manage their waste in order to ensure zero growth of municipal waste per person per annum.

#### **22.1. Progress to date (2006/07-2011/12):**

- 22.1.1. 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 for schools that covers waste reduction 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)
- 22.1.2. 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.
- 22.1.3. A number of HWRCs have been remodelled since 2006; improving site lay-out and expanding the range of materials that can be recycled.
- 22.1.4. These improvements are reflected in the massive increase in Oxfordshire's recycling rate from 33% to over 60% countywide.
- 22.1.5. Household waste levels have decreased by more than 10% in the last five years. 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.

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### 22.2. Future plans:

- 22.2.1. 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.
- 22.2.2. We will continue to encourage reuse through a new, dedicated reuse shop in Bicester. We will also provide information to the public about local charity and reuse shops and support local communities who wish to exchange goods locally. We will continue to explore opportunities for the reuse of materials collected at the county's HWRCs.
- 22.2.3. We have 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.
- 22.2.4. We will continue to support local community action on waste reduction through the CAG project. The CAG project is a network of more than 44 local community groups taking action on climate change and waste reduction to protect the environment.
- 22.2.5. We will also help to promote wider environmental awareness that is complimentary to our work, such as sustainable travel, water conservation and energy efficiency.
- 22.2.6. 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 also seek to engage with residents online through websites, email and social media. We will continue to monitor our communications work to ensure that it is both effective and value for money.

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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/>

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### **23. Policy 4:**

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 2020: recycle or compost at least 65% of household waste;

By 31<sup>st</sup> March 2025: recycle or compost at least 70% of household waste;

#### **23.1. Progress to date (2006/07-2011/12):**

23.1.1. Through the tremendous efforts of Oxfordshire's District Councils in introducing effective recycling collections, and the dedication of residents in using these new services, in 2010/11 we achieved the county wide 55% recycling and composting target that we were aiming to reach by 2020. We then continued to improve on this in 2011/12 by recycling over 60%. This is a significant achievement in what appeared in 2006 to be a very challenging target. Our current county wide performance of 60% is 17% higher than the national provisional estimate recycling rate for 2011/12 of 43%.

#### **23.2. Future plans:**

23.2.1. 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 recycling and composting over 60%, we want to continue to challenge ourselves and improve on our already high performance.

23.2.2. We will continuously seek to expand the range of materials that can be recycled locally. New materials that have been added recently include waste electrical and electronic goods, batteries and mattresses.

23.2.3. We will ensure that all collected materials are of good quality and free from contaminants. This will ensure that the materials can be recycled into new products and that lower grade, less environmentally sustainable applications, are avoided wherever possible.

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- 23.2.4. We will publish the end destinations of all of the materials we collect so that people can see where materials are sent for recycling. We will update this information at least annually.
- 23.2.5. We will try to make recycling systems easy to understand and to use. We will adopt national branding and recycling symbols, and wherever possible we will seek to develop recycling services that are broadly consistent across the county.
- 23.2.6. We will avoid fining residents for minor waste related offences such as putting out the wrong materials for recycling and will instead encourage people to reduce waste and recycle more. We will explore the development of incentive schemes that reward residents for recycling. However, we will continue to take enforcement action against individuals that persistently breach the law or carry out more serious offences.

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### **24. Policy 5:**

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

#### **24.1. Progress to date (2006/07-2011/12):**

24.1.1. We have sought to ensure access to kerbside residual and recycling collections for all households and are continuing to roll-out recycling services 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.

24.1.2. 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 range of materials that can be recycled at HWRCs has also been extended, with recycling rates at HWRCs currently reaching 70%.

#### **24.2. Future plans:**

24.2.1. 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.

24.2.2. OWP partner councils aim to ensure an uninterrupted schedule of waste & recycling collections for residents. During periods of severe weather we will use a range of methods to communicate with residents and keep them updated of any interruptions to collections, 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 emergency events such as flooding.

24.2.3. 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 are not widely collected at the 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.

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24.2.4. The implementation of our HWRC strategy is monitored on an on-going basis and the need for changes to the strategy will be kept under review. The underpinning aims of the HWRC strategy, aim 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.

24.2.5. We will also investigate the possibility of establishing staffed 'recycling and reuse 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.

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### **25. Policy 6:**

Oxfordshire Waste Partnership will encourage businesses to reduce, reuse and recycle by providing good quality recycling services, information and advice.

#### **25.1. Progress to date (2006/07-2011/12):**

25.1.1. Around 800 waste audits have been provided to Oxfordshire businesses to help them identify where they can reduce waste, increase recycling and save money. We have also initiated a pilot business waste recycling bring site at Monument Park, Chalgrove to establish the demand and feasibility of such facilities.

25.1.2. Cherwell District Council, Oxford City Council and West Oxfordshire District Council have introduced recycling collections for commercial waste customers. The separate collection of food waste from Small and Medium Size Enterprises is currently being trialled within Oxford City, with project funding secured from Remade South East. A commercial waste recycling area is currently provided at one HWRC and we hope to open further HWRCs to businesses in the future.

25.1.3. '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>.

#### **25.2. Future plans:**

25.2.1. 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 will sign up to this commitment, which focuses on:

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

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

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- 25.2.2. 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 external funding and look to be part of pilot projects that can offer businesses opportunities to improve their environmental impact and reduce their costs.
- 25.2.3. We will monitor usage of the Retrader on-line materials exchange through 2012/13. We will also engage with local businesses on the development of a reuse and sustainable living centre that is being planned in Bicester. This facility may benefit from the donation of goods from local businesses that can be reused.
- 25.2.4. 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.

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### **26. Policy 7:**

Oxfordshire Waste Partnership will recover energy from non-recyclable waste through the operation of the Ardley Energy from Waste facility and will seek to landfill no more than 5% of non recyclable household waste.

#### **26.1. Progress to date (2006/07-2011/12):**

26.1.1. The Landfill Allowance Trading Scheme (LATS) 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 opened 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 2014/15

26.1.2. In its 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.

26.1.3. 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.

26.1.4. 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 recyclable waste. The EfW plant will reduce our dependency on landfill even further preserving void space.

#### **26.2. Future plans:**

26.2.1. 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

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can be processed by EfW) will be treated at the Ardley facility once it is opened in 2014, a facility that when operating to capacity will produce enough energy to power 38,000 homes. 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.

26.2.2. 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 remains high.

26.2.3. As part of the drive to a 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 will 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, settees, 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.

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### **27. Policy 8:**

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 as a minimum meet legislative requirements.

#### **27.1. Progress to date (2006/07-2011/12):**

27.1.1. 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 electrical items, florescent tubes and energy saving light bulbs, hazardous household chemicals, batteries, plasterboard and asbestos. We are also introducing recycling facilities for household electrical items and for batteries at recycling banks across the county. We ensure that there is a clear audit trail and that we know where all of our materials go for reprocessing. OWP has funded Portable Appliance Testing (PAT testing) equipment for use by community groups at swap shops so that good quality electrical items can be reused.

#### **27.2. Future plans:**

27.2.1. 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 environmentally 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.

27.2.2. We will continue to promote the reuse and recycling of electrical and electronic waste materials and will explore the recycling and reuse options for other materials such as printer cartridges.

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### **28. Policy 9:**

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.

#### **28.1. Progress to date (2006/07-2011/12):**

28.1.1. 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.

#### **28.2. Future plans:**

28.2.1. 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 will encourage businesses to establish themselves 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.

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### **29. Policy 10:**

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

#### **29.1. Progress to date (2006/07-2011/12):**

29.1.1. OWP encourages local reuse and recycling 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.

29.1.2. 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.

29.1.3. 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.

29.1.4. 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.

#### **29.2. Future plans:**

29.2.1. 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

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and mattresses both forming part of a current recycling trial with local reprocessors.

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### **30. Policy 11:**

Oxfordshire Waste Partnership councils will work together, with local communities, and with our service providers to reduce the environmental and financial costs of waste management.

#### **30.1. Progress to date (2006/07-2011/12):**

30.1.1. 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 an environmental education programme.

30.1.2. 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.

30.1.3. 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.

30.1.4. 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. OWP will increasingly seek to play its part in the development of a low carbon economy within Oxfordshire and will continue to meet jointly with the Oxfordshire Environment Partnership.

#### **30.2. Future plans:**

30.2.1. OWP councils will continue to work together to coordinate our activities making it easier for Oxfordshire's residents to reduce

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the amount of waste they produce and increase the amount they can recycle and compost.

- 30.2.2. OWP will explore the development of better, more effective partnership working arrangements to improve value for money and service quality. This may include the joint marketing of materials to maximise the income received, or joint contracting to maximise economies of scale and deliver service improvements at lower cost.

### **31. Policy 12**

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

#### **31.1. Progress to date (2006/07-2011/12):**

- 31.1.1. 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 against these offences and are able to prosecute those caught littering, fly-tipping, allowing their dog to foul, or for the misuse of waste services (for example depositing commercial waste at a HWRC or using household kerbside collections for the disposal of commercial waste).
- 31.1.2. Since the adoption of the JMWMS in 2006/7 OWP has broadened to include 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. 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).
- 31.1.3. We have worked in partnership with highways colleagues in all Districts to overcome litter problems 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
- 31.1.4. 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.

## Agenda Item 5 Appendix 2

### 31.2. **Future plans**

- 31.2.1. 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.
- 31.2.2. We will continue to work with the Highways Agency to ensure that road verges are litter picked before being mown to maintain cleanliness standards.
- 31.2.3. 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.
- 31.2.4. 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.
- 31.2.5. 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 will include campaigns to discourage littering, dog fouling and fly tipping. These were the top 3 priorities identified in our 2012 public consultation on this waste strategy.
- 31.2.6. OWP councils are part of a wider fly-tipping forum and work with neighbouring councils, Thames Valley Police and the Environment Agency to share information and develop best practice on reducing environmental crime.

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## OXFORDSHIRE WASTE PARTNERSHIP JOINT COMMITTEE

26 October 2012

### Agenda Item 6: Composting of Street Sweeper Waste

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

- 1.1 To update the Partnership on the management of street sweeper waste following changes in guidance from the Environment Agency<sup>1</sup>(EA).

#### **2 Background**

- 2.1 Oxfordshire has historically recycled the majority of its street sweeper waste through its composting contract – currently held by Agrivert. Cherwell, South Oxfordshire, Vale of the White Horse and West Oxfordshire are predominantly rural in nature and the waste swept from its roads and highways contains significant proportions of organic and biodegradable materials, especially after the autumn leaf fall. In 2011/12, 4,500 tonnes of sweeper wastes were composted, contributing some 1.5% to Oxfordshire's recycling rate. The overall costs for composting the material based on 2011/12 tonnages, gate fees, recycling credits and landfill tax is shown in Appendix 1.
- 2.2 Street sweeper waste from Oxford City Council is currently taken for mechanical sorting and processing at M&M Skip Hire at Yarnton. Given its urban nature, sweeper waste from Oxford City is more likely to contain elevated levels of non-biodegradable waste and increased contaminants from traffic and is deemed to be less suitable for an organic waste treatment process. 1,800 tonnes were delivered there in 2011/12.
- 2.3 The gate fee for waste taken into Agrivert composting sites is paid by the county council with a green waste credit paid to the relevant district councils in exactly the same way as for green waste.
- 2.4 In May, the EA issued guidance preventing the composting of un-treated street sweeper waste. Following its publication, the county council discussed the guidance with Agrivert who had also been made aware of the issue by their industry body. They recognised that making an immediate operational change would be unrealistic and agreed that the district councils could continue to deliver the material in the short-term but partner councils must show that they were developing an exit strategy and agree a date by which deliveries would cease. An initial piece of work was completed to estimate the impact of diverting this material to landfill: the annual net cost to the Oxfordshire tax payer in diverting sweeper waste that had previously been composted is estimated at £300,000 with future year impacts increasing in line with rises in landfill tax. The breakdown of costs is shown in Appendix 1.
- 2.5 The county council has lobbied the EA at a senior level locally and nationally to contest the guidance but their position has not altered. Local EA officers are required to adhere to and enforce the guidance.
- 2.6 The EA wrote to all compost site operators in England and Wales in August 2012 to emphasise their new guidance and direct regulatory pressure has been applied by the EA on Agrivert. District councils were therefore required to cease all deliveries of sweeper waste from 28<sup>th</sup> August 2012 and the material is currently being sent to landfill.

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<sup>1</sup>[Recovery of Street Sweepings and Gully Emptyings – Guidance for waste authorities](#)

## OXFORDSHIRE WASTE PARTNERSHIP JOINT COMMITTEE

- 2.7 A further aspect of the EA guidance referred to dedicated leaf collections in autumn and winter. The guidance referred to trials they were running in rural areas indicating they would publish updated guidance in the autumn. Updated guidance was released by the EA on 1<sup>st</sup> October, the results of the trials showed that elevated levels of nickel, chromium, copper, molybdenum, zinc and hydrocarbons were found in the input feedstock and were measured in excess of PAS 100 standards. The amended guidance prevents the composting of street sweepings even from dedicated leaf litter rounds.
- 2.8 The EA note that their own trials were inconclusive in some respects. The EA have indicated to the composting industry body AfOR (The Association for Organics Recycling) that it was in their interest to develop further trials to provide a more definitive position on the suitability of leaf litter from street sweeping rounds to be composted. The county council have been in discussion with AfOR to see how the partner councils could collaborate on a piece of work to separately compost the leaf litter and conduct analysis on the inputs and outputs.

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

- 3.1 The overall annual cost impact of diverting sweeper waste (that was previously composted) to landfill is estimated to be in the order of £300,000 per annum. During 2012/13, by landfilling the waste that had been composted in previous years from the end of August to March, a net cost increase of approximately £150,000 is predicted.
- 3.2 Currently the tonnage of material taken to composting sites contributes to the county's recycling rates. If the street sweeper waste that was composted in 2011/12 had been taken to landfill, the county-wide recycling rate would have been reduced from 60.14% to 58.48%.
- 3.3 From discussion with other local authorities and the waste management industry, dedicated street sweeping recycling facilities have been developed elsewhere in the country. These facilities focus on segregating the sand, grit and gravel from other material for recovery as aggregate material. The market is not well developed, a handful of suppliers (Gritbuster, Sweeptech) manufacture equipment and only 1 dedicated street sweeping recycling plant used by local authorities has been identified. Recycling rates at these facilities range from 45-75% of input feedstock. There remains a risk that some of the output materials, particularly the organic matter, will still require disposal once treated.

### **4 Areas Affected**

- 4.1 All partner councils are affected.

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

- 5.1 The EA guidance has an adverse effect on Policy 6 within the Oxfordshire Joint Municipal Waste Management Strategy (JMWMS), which sets out our recycling targets. Continued lobbying by OWP on this issue is supported by Policy 2 within the JMWMS which states that "OWP will lobby Central Government to focus on waste as an integral part of sustainable resource management."
- 5.2 By working together to develop local alternatives to landfill, OWP is supporting Policy 14 within the JMWMS, which states that "OWP will develop methods of working together to improve the level of service through effective and efficient use of resources within Oxfordshire.

## OXFORDSHIRE WASTE PARTNERSHIP JOINT COMMITTEE

### 6 Options or Alternatives

- 6.1 An officers' working group (a sub-group of the OWP Operations Group) has been established to explore these issues. Alternative markets for recycling street sweeper waste are urgently being investigated. Whilst there are no existing, dedicated street sweeper recycling facilities in the county, or surrounding counties, officers' are discussing the infrastructure required to develop a street sweeping recycling facility with local waste operators. However, because of the untried nature of this machinery and infrastructure these discussions are not expected to generate a local solution quickly. The value of the contract would require a full EU procurement which is likely to take 6-months. Contract mobilisation, equipment purchase and commissioning are likely to take at least a further 3 months from contract award.
- 6.2 Equipment suppliers have been contacted to determine whether it would be cost effective to procure suitable recycling equipment for use at district council depots. This option would mean partner councils would be responsible for finding suitable end markets for the output materials and represent a risk of further disposal costs if suitable markets could not be identified for the material.
- 6.3 The EA have noted that their trials on autumn leaf fall were inconclusive; however, the precautionary principle has been applied meaning the composting of sweeper waste from dedicated leaf litter rounds has been prohibited. The EA will be providing guidance to AfOR on the scope of leaf litter composting trials that could be run to try and establish a more definitive position on the suitability or otherwise of composting leaf fall from street sweepers. The county council is liaising with AfOR to try to work with them on a trial.

### 7 Recommendations

- 7.1 That the officers' working group continues to explore options for diverting sweeper waste from landfill and work with the EA and AfOR to develop further trials on composting autumn leaf litter.
- 7.2 That the OWP writes to the Environment Agency and DEFRA to lobby them to alter their guidance on autumn leaf fall given the financial and performance impact on partner councils.

### 8 Reasons for Recommendations

- 8.1 To minimise the financial costs of disposing of street sweeper waste and to maximise recycling and environmental performance.

### 9 Contact Officer

- 9.1 Author: Mark Watson Tel: 01865 815747  
Email: mark.watson@oxfordshire.gov.uk

#### Background Papers:

Recovery of Street Sweepings and Gully Emptyings – Guidance for waste authorities, Environment Agency. May 2012.

Update – Recovery of Street Sweepings and Gully Emptyings – Guidance for waste authorities – Update to FAQ C4. Environment Agency, October 2012.

## OXFORDSHIRE WASTE PARTNERSHIP JOINT COMMITTEE

### Appendix 1

Table 1 – Annual disposal costs for composting sweeper waste based on 2011/12 tonnages and costs

| District Council | Annual Tonnage | Net cost to DC   | Net cost to County Council | Overall net cost to Oxfordshire Tax Payer |
|------------------|----------------|------------------|----------------------------|---|
| CDC              | 1,095          | -£41,959         | £72,859                    | £30,900                                   |
| SODC             | 1,283          | -£49,158         | £85,359                    | £36,201                                   |
| VWH              | 1,030          | -£39,467         | £68,531                    | £29,065                                   |
| WODC             | 1,176          | -£45,062         | £78,247                    | £33,185                                   |
| <b>TOTAL</b>     | <b>4,584</b>   | <b>-£175,645</b> | <b>£304,996</b>            | <b>£129,351</b>                           |

Where the sweeper waste is composted the district council (DC) receives an income as the county council pays the gate fee as part of its composting contract and in addition pays the green waste credit to the DC plus, by virtue of landfill diversion, an additional payment under the OWP Financial Arrangements. The overall net cost to the Oxfordshire tax payer is £130,000

Table 2 – Annual disposal costs for landfilling sweeper waste based on 2011/12 tonnages and costs

| District Council | Annual Tonnage | Net cost to DC | Net cost to County Council | Overall net cost to Oxfordshire Tax Payer |
|------------------|----------------|----------------|----------------------------|---|
| CDC              | 1,095          | £0             | £102,926                   | £102,926                                  |
| SODC             | 1,283          | £9,976         | £106,410                   | £116,386                                  |
| VWH              | 1,030          | £0             | £85,432                    | £85,432                                   |
| WODC             | 1,176          | £11,394        | £110,538                   | £121,932                                  |
| <b>TOTAL</b>     | <b>4,584</b>   | <b>£21,369</b> | <b>£405,307</b>            | <b>£426,676</b>                           |

Where the sweeper waste is landfilled the DC loses its income stream from green waste credit and under the OWP FA and, for SODC and WODC direct costs are predicted to increase due to increased haulage distance to landfill as opposed to the compost site previously used.

Table 3 – Net change in cost of diverting sweeper waste that was previously composted to landfill

| District Council | Annual Tonnage | DC Change       | CC Change       | Oxfordshire Tax Payer change |
|------------------|----------------|-----------------|-----------------|------------------------------|
| CDC              | 1,095          | £41,959         | £30,068         | £72,026                      |
| SODC             | 1,283          | £59,133         | £21,051         | £80,184                      |
| VWH              | 1,030          | £39,467         | £16,901         | £56,368                      |
| WODC             | 1,176          | £56,456         | £32,291         | £88,747                      |
| <b>TOTAL</b>     | <b>4,584</b>   | <b>£197,015</b> | <b>£100,311</b> | <b>£297,326</b>              |

## OXFORDSHIRE WASTE PARTNERSHIP JOINT COMMITTEE

26 October 2012

### Agenda Item 7: 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. Oxfordshire achieved a county wide recycling and composting rate of over 60% in 2011/12 which means we are the best county council in the country at recycling and composting. However, there will still be residual waste remaining after reduction, re-use, recycling and composting which needs to be treated rather than landfilled.
- 2.2 The County Council formally awarded a contract to treat Oxfordshire's residual waste to Viridor on 10 March 2011. 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.
- 2.3 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.
- 2.4 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 Construction of the EfW facility by CNIM/Clugstone continues to progress well. The construction of the bunker above ground is almost complete. Work is on-going to build the foundations for the boiler and flue gas treatment areas, and deliveries of sections of the boiler are expected to begin over the next two months. Clugstone are maintaining an excellent health and safety record and have reached almost 200,000 man hours worked on site with no accidents reported.
- 3.2 The new access road to the facility from the B430 has been built and is in use for construction traffic and all construction staff and visitors to the site. This means that EfW relocated traffic is no longer using the access to the Ardley HWRC and landfill site. It has also enabled temporary construction site offices to be established on the site.

## OXFORDSHIRE WASTE PARTNERSHIP JOINT COMMITTEE

- 3.3 The EfW facility is programmed to take just over three years to build and is planned to be operational 2014/2015. However, if the construction continues to proceed smoothly the facility could be completed and operational in 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 is being 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 and West Oxfordshire. Preparation for the procurement has been undertaken 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 process has proceeded to timetable with tenders submitted in July. Early indications are that deliverable and value for moneys tenders have been submitted that offer appropriate solutions for the WCAs. A contract is expected to be awarded in the winter 2012/13.
- 3.5 Information about the residual waste treatment project on the Council's web site has been updated and will be reviewed as the construction progresses.  
([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 for food waste. Construction of a new facility at Wallingford is also continuing to progress well and the facility is expected to open in the winter 2012/13.

### **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

**8 Recommendations**

- 8.1 a) To note and support the progress made on the residual waste treatment project.  
b) To 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.

**9 Reasons for Recommendations**

- 9.1 To demonstrate OWP support for the residual waste treatment project and the bulking and haulage contract.

**10 Contact Officer**

- 10.1 Author: Andrew Pau Tel: 01865 815867  
Email: [andrew.pau@oxfordshire.gov.uk](mailto:andrew.pau@oxfordshire.gov.uk)

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## OXFORDSHIRE WASTE PARTNERSHIP JOINT COMMITTEE

26 October 2012

### Draft Budget 2013/14 - 2015/16

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

- 1.1 To present a budget for the 2013/14 to 2015/16 period for approval.

#### **2 Background**

- 2.1 The Oxfordshire Waste Partnership (OWP) Partnership Agreement states that OWP should advise the Partner Authorities each year of the level of budget required for the next three years. The Partner Authorities are to approve and agree the level of budget annually. A draft budget for 2013/14 – 2015/16 is set out in appendix 1.
- 2.2 Core budget costs have increased by £1,627. This is based on a current estimate of a 1.5% salary increase. The final settlement will be in line with that of the OWP Employing Authority, Cherwell District Council's wider pay agreement. A 1% increase has been applied to Employing Authority, Host Authority, Accounting Authority and Auditing Authority Costs.
- 2.3 Development budget expenditure remains the same as last year, having been reduced by 50% in 2011/12. Expenditure on environmental education reflects the contract rate with Groundwork Thames Valley. This contract enters its second year in October 2012. It has a two-year term ending in October 2013, although there is an option to extend for a further two years. For budgeting purposes it has been assumed that the contract continues in place through to 2015/16. However, any decision to extend will be subject to OWP agreement in due course.
- 2.4 Partner council contributions are maintained at the existing rate, having been reduced by 40% in 2011/12. Gradual use of the reserve built up over previous years should ensure that expenditure and partner council contributions can remain unchanged for both 2013/14 and 2014/15.
- 2.5 In order to balance expenditure and income, the draft 2015/16 budget currently shows a small increase to partner council contributions of £1,330 for district councils and £6,652 for the county council. This can be addressed nearer the time either by a reduction to planned expenditure or by agreeing to increased contributions.

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

- 3.1 Partner contributions for 2013/14 are set out in appendix 1. These are £27,492 for district councils and £137,460 for Oxfordshire County Council.

#### **4 Areas Affected**

- 4.1 All Partner Councils.

## OXFORDSHIRE WASTE PARTNERSHIP JOINT COMMITTEE

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

- 5.1 The OWP budget supports the implementation of the Joint Municipal Waste Management Strategy and therefore supports each of the strategic policies contained within the strategy.

### **6 Options or Alternatives**

- 6.1 Alternative budget options may be put forward.

### **7 Recommendations**

- 7.1 That the budget presented at appendix 1 is approved and that Partner Council contributions for 2013/14 up to the amount set out in appendix 1 are agreed.

### **8 Reasons for Recommendations**

- 8.1 To request resources as required to meet the core objectives of the OWP and to annually review the costs of administering the OWP and determine the contributions of the partners' as stated in the Partnership Agreement.

### **9 Contact Officer**

9.1 Author: Wayne Lewis Tel: 01295 221903

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

Background Papers:

Agenda item 8 Appendix 1 Draft budget 2013/14 - 2015/16

|   | 2012/13        | 2013/14        | 2014/15        | 2015/16        | Notes  |
|---|----------------|----------------|----------------|----------------|--|
| <b>Expenditure</b>                        |                |                |                |                |  |
| <b>Core Budget</b>                        |                |                |                |                |  |
| Salaries (and on-costs)                   | 101357         | 102877         | 104420         | 105986         | 1.5% increase estimated. Final figure will be in line with wider Cherwell D.C pay agreement.   |
| Training and support costs                | 2,720          | 2,720          | 2,720          | 2,720          | 0% growth  |
| OWP Employing Authority costs             | 3,433          | 3,467          | 3,502          | 3,537          | 1% annual increase.  |
| OWP Host Authority admin costs            | 2,081          | 2,102          | 2,123          | 2,144          | 1% annual increase.  |
| OWP Accounting Authority costs            | 2,081          | 2,102          | 2,123          | 2,144          | 1% annual increase.  |
| OWP Auditing Authority costs              | 3,060          | 3,091          | 3,122          | 3,153          | 1% annual increase.  |
| <b>Sub-total Core Budget</b>              | <b>114,732</b> | <b>116,359</b> | <b>118,009</b> | <b>119,684</b> |  |
| <b>Development Budget</b>                 |                |                |                |                |  |
| Environmental Education                   | 80,100         | 80,100         | 80,100         | 80,100         | Assumed service continuation beyond initial two-year contract term ending Oct 14.  |
| Home composting                           | 11,100         | 11,100         | 11,100         | 11,100         | 0% growth  |
| Communications Plan                       | 80,000         | 80,000         | 80,000         | 80,000         | 0% growth  |
| Keep Britain Tidy - countywide membership | 2,995          | 2,995          | 2,995          | 2,995          |  |
| <b>Sub-total Development</b>              | <b>174,195</b> | <b>174,195</b> | <b>174,195</b> | <b>174,195</b> |  |
| <b>Total Expenditure</b>                  | <b>288,927</b> | <b>290,554</b> | <b>292,204</b> | <b>293,879</b> |  |
| <b>Income</b>                             |                |                |                |                |  |
| Carried forward from previous year        | 52,581         | 38,574         | 22,940         | 5,656          |  |
| Partner council contributions:            |                |                |                |                |  |
| Cherwell District Council                 | 27,492         | 27,492         | 27,492         | 28,822         |  |
| Oxford City Council                       | 27,492         | 27,492         | 27,492         | 28,822         |  |
| Oxfordshire County Council                | 137,460        | 137,460        | 137,460        | 144,112        | 0% growth for 2013/14 and 2014/15. District council contributions increase by £1330 in 2015/16 and County Council contribution by £6651. |
| South Oxfordshire District Council        | 27,492         | 27,492         | 27,492         | 28,822         |  |
| Vale of White Horse District Council      | 27,492         | 27,492         | 27,492         | 28,822         |  |
| West Oxfordshire District Council         | 27,492         | 27,492         | 27,492         | 28,822         |  |
| <b>Sub total partner contributions</b>    | <b>274,920</b> | <b>274,920</b> | <b>274,920</b> | <b>288,224</b> |  |
| <b>Total Income</b>                       | <b>327,501</b> | <b>313,494</b> | <b>297,860</b> | <b>293,880</b> |  |

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**OXFORDSHIRE WASTE PARTNERSHIP JOINT COMMITTEE**  
**26 October 2012**

**Agenda Item 9: Financial Arrangements update**

**1 Purpose of Report**

- 1.1 To provide an update on financial arrangements payments for the year to date.

**2 Background**

- 2.1 The OWP financial arrangements comprise 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 target. Payments for 2012/13 are £44.77 per tonne and £22.19 per tonne respectively. Financial arrangement payments to district councils for the April 2012 to August 2012 period 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 43%. This is translated into a tonnage based residual waste target for each district council by estimating total waste arisings for 2012/13 and dividing this up between them based on the number of households in each district. This gives each district council the same landfill allowance per household (which for 2012/13 is set at 0.49 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. Early indications are that waste arisings have increased this year, reversing the trend of waste reduction experienced over the last three years. Further information will be provided for the quarter 3 and quarter 4 updates, when more tonnage information will be available.
- 2.4 Options to revise the current financial arrangements have been developed by waste officers. There is ongoing discussion amongst Treasurers and Chief Executives at OWP Partner Councils on how the arrangements might change in future. A verbal update will be provided at the joint committee meeting on 26<sup>th</sup> October.

**3 Financial, Risk and Staff Implications**

- 3.1 The financial impact for each Partner Council for the first five months of this year is set out in appendix 1. Total payments of £407,622 have been credited so far, with each district council receiving income through the scheme. Payments for the equivalent period last year (April – August 2011) were £517,586.

**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 &

## OXFORDSHIRE WASTE PARTNERSHIP JOINT COMMITTEE

composting and landfill diversion. The financial 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”.

### 6 Options or Alternatives

- 6.1 Plans to revise the current financial arrangements are being developed. OWP members will be asked to discuss these once a proposal is ready.

### 7 Recommendations

- 7.1 That the financial arrangements payments for the year to date and an update on discussions to review the current arrangements 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

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

Background Papers:

**Agenda Item 9 Appendix 1 - OWP Financial Arrangements monthly performance tracking**

**Monthly Weighting (average contribution to annual residual waste total)**

|         | April | May   | June  | July  | August | September | October | November | December | January | February | March |
|---------|-------|-------|-------|-------|--------|-----------|---------|----------|----------|---------|----------|-------|
| Average | 1.04  | 1.07  | 1.11  | 1.07  | 1.03   | 1.06      | 1.00    | 0.94     | 0.86     | 0.98    | 0.84     | 1.00  |
|         | 8.69% | 8.94% | 9.22% | 8.93% | 8.60%  | 8.82%     | 8.30%   | 7.82%    | 7.17%    | 8.15%   | 7.00%    | 8.37% |

**Monthly performance tracker**

**By month**

| <b>Cherwell</b>            |         |          | <b>2012-13</b> |           |           |           |           |           |           |           |          |           |          |           |
|----------------------------|---------|----------|----------------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|----------|-----------|----------|-----------|
|                            | Target  | Actual   | April          | May       | June      | July      | August    | September | October   | November  | December | January   | February | March     |
| Residual waste             | 28,914  | 10,445   | 2,512.57       | 2,584.84  | 2,666.91  | 2,580.83  | 2,485.68  | 2,548.82  | 2,399.06  | 2,261.50  | 2,073.70 | 2,356.68  | 2,024.97 | 2,418.69  |
|                            |         | Variance | 1,868.55       | 2,259.99  | 1,995.17  | 2,017.06  | 2,304.16  | -         | -         | -         | -        | -         | -        | -         |
|                            |         | Variance | 644.02         | 324.85    | 671.74    | 563.77    | 181.52    | 2,548.82  | 2,399.06  | 2,261.50  | 2,073.70 | 2,356.68  | 2,024.97 | 2,418.69  |
| Reward/penalty per tonne   | £ 22.18 |          | £ 14,284       | £ 7,205   | £ 14,899  | £ 12,504  | £ 4,026   |           |           |           |          |           |          |           |
| <b>Oxford City</b>         |         |          | <b>2012-13</b> |           |           |           |           |           |           |           |          |           |          |           |
|                            | Target  | Actual   | April          | May       | June      | July      | August    | September | October   | November  | December | January   | February | March     |
| Overall residual waste     | 28,699  | 10,648   | 2,493.91       | 2,565.64  | 2,647.11  | 2,561.66  | 2,467.22  | 2,529.89  | 2,381.24  | 2,244.70  | 2,058.30 | 2,339.17  | 2,009.93 | 2,400.72  |
|                            |         | Variance | 1,860.68       | 2,307.32  | 2,102.27  | 2,169.49  | 2,208.11  | -         | -         | -         | -        | -         | -        | -         |
|                            |         | Variance | 633.23         | 258.32    | 544.84    | 392.17    | 259.11    | 2,529.89  | 2,381.24  | 2,244.70  | 2,058.30 | 2,339.17  | 2,009.93 | 2,400.72  |
| Reward/penalty per tonne   | £ 22.18 |          | £ 14,045       | £ 5,730   | £ 12,085  | £ 8,698   | £ 5,747   |           |           |           |          |           |          |           |
| <b>South Oxfordshire</b>   |         |          | <b>2012-13</b> |           |           |           |           |           |           |           |          |           |          |           |
|                            | Target  | Actual   | April          | May       | June      | July      | August    | September | October   | November  | December | January   | February | March     |
| Overall residual waste     | 27,723  | 6,796    | 2,409.08       | 2,478.37  | 2,557.07  | 2,474.53  | 2,383.30  | 2,443.83  | 2,300.25  | 2,168.35  | 1,988.29 | 2,259.61  | 1,941.56 | 2,319.06  |
|                            |         | Variance | 1,190.99       | 1,336.77  | 1,239.69  | 1,496.41  | 1,531.74  | -         | -         | -         | -        | -         | -        | -         |
|                            |         | Variance | 1,218.09       | 1,141.61  | 1,317.38  | 978.12    | 851.56    | 2,443.83  | 2,300.25  | 2,168.35  | 1,988.29 | 2,259.61  | 1,941.56 | 2,319.06  |
| Reward/penalty per tonne   | £ 22.18 |          | £ 27,017       | £ 25,321  | £ 29,219  | £ 21,695  | £ 18,888  |           |           |           |          |           |          |           |
| <b>Vale of White Horse</b> |         |          | <b>2012-13</b> |           |           |           |           |           |           |           |          |           |          |           |
|                            | Target  | Actual   | April          | May       | June      | July      | August    | September | October   | November  | December | January   | February | March     |
| Overall residual waste     | 25,053  | 5,516    | 2,177.08       | 2,239.70  | 2,310.82  | 2,236.23  | 2,153.78  | 2,208.49  | 2,078.73  | 1,959.53  | 1,796.81 | 2,042.00  | 1,754.58 | 2,095.73  |
|                            |         | Variance | 1,059.75       | 1,262.76  | 1,126.39  | 1,073.79  | 993.19    | -         | -         | -         | -        | -         | -        | -         |
|                            |         | Variance | 1,117.33       | 976.94    | 1,184.43  | 1,162.43  | 1,160.59  | 2,208.49  | 2,078.73  | 1,959.53  | 1,796.81 | 2,042.00  | 1,754.58 | 2,095.73  |
| Reward/penalty per tonne   | £ 22.18 |          | £ 24,782       | £ 21,669  | £ 26,271  | £ 25,783  | £ 25,742  |           |           |           |          |           |          |           |
| <b>West Oxfordshire</b>    |         |          | <b>2012-13</b> |           |           |           |           |           |           |           |          |           |          |           |
|                            | Target  | Actual   | April          | May       | June      | July      | August    | September | October   | November  | December | January   | February | March     |
| Overall residual waste     | 22,408  | 7,145    | 1,947.20       | 2,003.21  | 2,066.81  | 2,000.10  | 1,926.36  | 1,975.29  | 1,859.23  | 1,752.62  | 1,607.08 | 1,826.38  | 1,569.31 | 1,874.44  |
|                            |         | Variance | 1,342.93       | 1,506.11  | 1,391.15  | 1,424.21  | 1,480.47  | -         | -         | -         | -        | -         | -        | -         |
|                            |         | Variance | 604.27         | 497.09    | 675.66    | 575.89    | 445.89    | 1,975.29  | 1,859.23  | 1,752.62  | 1,607.08 | 1,826.38  | 1,569.31 | 1,874.44  |
| Reward/penalty per tonne   | £ 22.18 |          | £ 13,403       | £ 11,026  | £ 14,986  | £ 12,773  | £ 9,890   |           |           |           |          |           |          |           |
| <b>Totals for All WCAs</b> |         |          | <b>2012-13</b> |           |           |           |           |           |           |           |          |           |          |           |
|                            | Target  | Actual   | April          | May       | June      | July      | August    | September | October   | November  | December | January   | February | March     |
| Overall residual waste     | 132,799 | 40,549   | 11,539.84      | 11,871.02 | 12,247.95 | 11,852.60 | 11,415.63 | 11,705.58 | 11,017.83 | 10,386.06 | 9,523.59 | 10,823.17 | 9,299.77 | 11,107.95 |
|                            |         | Variance | 7,322.90       | 8,672.95  | 7,854.67  | 8,180.95  | 8,517.66  | -         | -         | -         | -        | -         | -        | -         |
|                            |         | Variance | 4,216.94       | 3,198.07  | 4,393.28  | 3,671.65  | 2,897.97  | 11,705.58 | 11,017.83 | 10,386.06 | 9,523.59 | 10,823.17 | 9,299.77 | 11,107.95 |
| Reward/penalty per tonne   | £ 22.18 |          | £ 93,532       | £ 70,933  | £ 97,443  | £ 81,437  | £ 64,277  |           |           |           |          |           |          |           |

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## OXFORDSHIRE WASTE PARTNERSHIP JOINT COMMITTEE

26 October 2012

### Agenda Item 10: External Audit findings 2011/12

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

- 1.1 Oxfordshire Waste Partnership (OWP) completes an annual return to the Audit Commission summarising activities at the end of each financial year. This report details the Audit Commission findings on the OWP Annual Return for 2011/12 and sets out suggested responses.

#### **2 Background**

- 2.1 All small bodies in England and Wales (including OWP) are required to complete an Annual Return. The return forms the basis of an assessment by the Audit Commission on the adequacy of OWP's financial management and checks that OWP is compliant with relevant legislation. Two issues were identified during the audit of the 2011/12 Annual Return: both have been raised to assist OWP and to ensure that it continues to operate within its statutory and regulatory framework. These are detailed below. Recommended responses, developed by OWP officers, are also set out for each issue.

#### **2.2 Issue 1: Internal Audit recommendations**

The external auditors note that OWP's internal auditors identified a number of weaknesses in the partnership's financial systems and recommends that OWP implements the recommendations made by the internal auditor to improve its financial systems.

##### **Response:**

OWP received the report of the internal auditor in June 2012 and agreed to act on its recommendations. The internal auditor (PWC on behalf of Cherwell D.C) rated the report as a **Low** overall risk (its lowest category). Two minor issues were identified. These were:

- i. Two of the transactions sampled by PWC at Oxfordshire County Council (OCC) lacking sufficient authorisation. The OWP management response considered by the joint committee in June 2012 set out how procedures have been improved this year to overcome this issue. All expenditure committed by Oxfordshire County Council officers is now initially made against other OCC cost centres then recharged to the OWP cost centre on a quarterly basis. This allows each transaction to be checked before it is coded to the OWP account. Equally, transactions at Cherwell D.C are checked quarterly before being recharged to the Oxfordshire C.C account.
- ii. A formal timetable for year end recharges between OCC and Cherwell D.C (CDC) should be published. Both OCC and CDC produce timetables for year-end and the OWP Coordinator ensures cooperation between the two. However, this has been through email and telephone discussions rather than the production of a formal OWP timetable. This can be developed for the 2012/13 year end.

#### **2.3 Issue 2: Minutes**

The auditors concluded that the printed minutes submitted to them for audit purposes were not consecutively numbered or initialled by the person signing the minutes.

##### **Response:**

Copies of numbered and signed minutes are retained for meetings of the OWP joint committee. Due to the timing of the audit, unsigned, draft minutes had to be sent to the

## OXFORDSHIRE WASTE PARTNERSHIP JOINT COMMITTEE

external auditor as supporting evidence for some of the questions raised by them. Minutes remain draft until they are agreed by members at the next meeting of the joint committee. This was explained to the auditors, together with the offer of agreed, signed minutes following the next meeting of the joint committee. OWP will continue to retain numbered and signed minutes of meetings.

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

- 3.1 The external audit fee is £905 excluding VAT, which will be met by the OWP revenue budget. The two issues raised by the external audit are to assist the partnership and should be acted upon to ensure that OWP remains within its statutory and regulatory framework.
- 3.2 OWP is required to display a notice of conclusion of audit for 14 days. This will be placed on the Oxfordshire County Council and Oxfordshire Waste Partnership websites and a copy placed in the public notice board at County Hall. Oxfordshire County Council acts as the Accounting Authority for OWP.

### **4 Areas Affected**

- 4.1 Oxfordshire County Council as Accounting Authority and Cherwell District Council as Auditing Authority are affected by the matters in this report.

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

- 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 Alternative responses to the issues raised by the Audit Commission may be proposed.

### **7 Recommendations**

- 7.1 That the issues raised by the external auditors, as set out in paragraphs 2.2 and 2.3 are noted and that the responses set out are agreed.

### **8 Reasons for Recommendations**

- 8.1 To ensure that adequate financial and other internal controls are in place.

### **9 Contact Officer**

- 9.1 Author: Wayne Lewis Tel: 01295 221903

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

Background Papers: BDO Stoy Hayward "Issues Arising Report for Oxfordshire Waste Partnership Joint Committee Audit for the year ended 31 March 2012

**OXFORDSHIRE WASTE PARTNERSHIP JOINT COMMITTEE**  
**26 October 2012**

**Agenda Item 11: Performance Monitoring – 2<sup>nd</sup> quarter 2012/13**

## **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 for the year to date (April 2012 – Sept 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 key performance indicators is also set out.

### **2.2 JMWMS Action Plan**

The 2012/13 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**

- New collection banks for waste electrical and electronic items (WEEE) have been introduced across the county in partnership with WEEE compliance scheme, Electrolink.
- The Oxfordshire Green Schools programme has successfully completed its first year of operation.
- Partner councils have signed up to the Local Authority Business Waste and Recycling Services Commitment.

#### **Concerns**

- The development of the Kidlington HWRC has not progressed.

### **2.3 Risks**

A risk register that identifies risks associated with the delivery of the 2012/13 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.

Five identified risks have been scored as "high". These are set out in table 1, together with proposed mitigation measures.

**OXFORDSHIRE WASTE PARTNERSHIP JOINT COMMITTEE**

Table 1 – high level risks

| <b>No.</b> | <b>Action</b><br>(from JMWMS Action Plan)  | <b>Risk</b>   | <b>Possible Consequence</b>   | <b>Mitigation</b>   | <b>Status at Oct 11</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). | Campaign(s) ineffective; fail to affect waste arisings.                     | Customer satisfaction levels decline, campaign provides poor value for money. | Good monitoring and evaluation. Commitment from all partner councils.   | Home composting bin sales are low. Bulky waste reuse has not been successful and recycling options have been introduced instead. The Love Food Hate Waste Campaign is performing well. |
| 6.2        | Implement the agreed Household Waste Recycling Centre (HWRC) strategy  | Deliverability of new sites (securing land, planning & licensing consents). | New sites cannot be delivered and alternative locations have to be explored.  | Good quality planning applications. Thorough liaison with land owners and local interest groups.  | Land ownership issues still delaying Kidlington. If undeliverable, this may impact on other plans within the agreed HWRC Strategy.   |
| 13.2       | Use the retrader website to promote the exchange of waste materials/resources between local businesses.  | Low usage of the website.   | Opportunity to increase reuse of commercial waste is missed.                  | Ongoing promotion of the website to businesses and third sector organisations. Development of a mobile app.                                       | Risk likelihood increased. Although site membership is steady, usage and number of waste exchanges is low.   |
| 14.2       | Complete five year review of Joint Municipal Waste Management Strategy (JMWMS).  | Failure to gain agreement on revised strategy targets.                      | Strategy review findings are not agreed.                                      | Internal negotiation on targets and related funding. Consultation with local residents and stakeholders. Regular progress reports to OWP and OSG. | Ongoing discussion on OWP financial arrangements may complicate agreement of strategy.   |
| 14.3       | Complete a review of the OWP Financial Arrangements to ensure that they continue to support and align with OWP priorities.   | Failure to gain agreement on revised model.                                 | Loss of income for district councils. Relationship damage within the OWP.     | Regular progress reports to OWP and OSG. Involvement of OTA and senior officers in the discussions.   | Discussion is ongoing and is being conducted at Chief Executive level.   |

## OXFORDSHIRE WASTE PARTNERSHIP JOINT COMMITTEE

Risk 5.1 – some aspects of the waste prevention strategy appear to be underperforming. It is recommended that the supporting business case for the agreed strategy is re-examined to ensure that it remains value for money. This work can be reported to a future meeting of the joint committee.

Risk 6.2 – the Kidlington HWRC site continues to be delayed. It is recommended that Oxfordshire County Council updates the OWP joint committee at the earliest possible opportunity on plans to overcome these difficulties.

Risk 13.2 – after early initial success, the Retrader online waste exchange is not achieving much turn-over of waste materials. It is recommended that the site continues to be promoted through 2012/13 and its longer term viability is then assessed.

Risk 14.2 and 14.3 – the two issues of recycling targets within the revised JMWMS, and targets within the OWP financial arrangements agreement are linked. An update will be provided elsewhere on today's agenda on work to agree these.

### 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 Performance indicators

Performance for the year to date is summarised in table 2 below. Monthly performance by each council is set out in appendix 3.

The amount of residual waste per household has increased this year compared to the equivalent period for last year. This follows a period of some three years when residual waste levels have been decreasing. If this upward trend continues, further analysis will be conducted to determine where the increase is coming from. Contrastingly, municipal waste (which also includes streets waste and commercial waste collected by district councils) has decreased so far this year.

Recycling levels have remained steady at 63%. Fly-tipping levels have also remained static.

| <b>NI number</b> | <b>Description</b>   | <b>11/12 performance (Full year)</b> | <b>11/12 performance (equivalent period)</b> | <b>12/13 performance year to date</b> |
|------------------|--|--------------------------------------|--|---------------------------------------|
| NI 191           | Residual waste per household   | 410 kg per household                 | 156.89 kg per household (April – Aug)        | 172.21 kg per household (April – Aug) |
| NI 192           | Percentage of household waste sent for reuse, recycling and composting | 60.14%                               | 63.91%                                       | 63.77%                                |
| NI 193           | Municipal waste landfilled   | 123,211 tonnes                       | 48,271 tonnes                                | 46,817 tonnes                         |
| NI 196           | Improved street and environmental cleanliness – fly tipping            | 2665 incidents                       | 1099 incidents                               | 1098 incidents                        |

## OXFORDSHIRE WASTE PARTNERSHIP JOINT COMMITTEE

### **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

### **6 Options or Alternatives**

6.1 Not applicable.

### **7 Recommendations**

7.1 That the high level risks set out in section 2.3 and the accompanying mitigation measures are reviewed by the joint committee; and that the recent upward trend in residual household waste is kept under review.

### **8 Reasons for Recommendations**

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

### **9 Contact Officer**

9.1 Author: Wayne Lewis Tel: 01295 221903

Email: Wayne Lewis

Background Papers:

Agenda Item 11 Appendix 1  
Action Plan 2012/13 Quarter 2 progress

| 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? | Progress Oct 21012  |
|--|--|--|---|---|---|--|------------------------------------|---|
| <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     | New provider in place at OCC offering wider range of recycling services.  |
| 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                                | New post created and successfully recruited for within the CAG project to develop a carbon accounting tool for community waste reduction. Tool for other waste activities to be explored. |
| <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                     | No responses issued to date.  |
| 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                     | Ongoing   |
| <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     | Strategy action plan and supporting OWP Communications plan in place  |
| 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     | 170 schools visited in first year of contract, exceeding target. Only 8 hub schools recruited to date, with more being approached. Revised target to have 20 in place by December.        |
| 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     | 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. Support from CAGs and MCs.  | Limited impact due to poor take up by local media.  | Jun-12                                     | Waste Reduction Projects Group     | A number of activities were undertaken including roadshows and open days at the Cassington AD plant and Milton Keynes MRF. Action completed.  |

| 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?                                  | Progress Oct 2012   |
|--|--|---|--|--|---|--|---|---|
| 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                                      | Master Composters worked in schools and ran workshops on compost. Action complete.  |
| 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             | Over 100 events attended by over 10,000 people between July and September 2012 due to more CAGs establishing regular large scale events. Working closely with some non-CAGs to increase the scope of the network. |
| 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                                      | Planned August event did not take place as kitchen facilities could not be secured. Revised event being planned.  |
| <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             | Over 15 swap shops hosted attended by over 2000 people with over 8 tonnes of items diverted from landfill between July and Sept. 35 swap shops held so far this year.   |
| 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                                      | Planning is underway for three further events: one in Witney and two in Oxford (one of which will be supporting Oxford Fashion Week)  |
| 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                                      | Guide has been revised. It now includes more info including distances to sites.   |
| 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) | Business models and financial models finalised; exploring partnership with Sobel to deliver the reuse element   |
| <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                                      | Strategy action plan and supporting OWP Communications plan in place  |
| 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                                      | As above.   |

| 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?   | Progress Oct 21012  |
|--|--|---|---|--|--|--|--|---|
| <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><br>By 31 Mar 2010: recycle or compost at least 40% of household waste;<br>By 31 Mar 2015: recycle or compost at least 45% of household waste;<br>By 31 Mar 2020: recycle or compost at least 55% of household waste. |  |   |   |  |  |  |  |   |
| 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   | Roll out to smaller market towns completed in South, Vale and West Oxfordshire.   |
| 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. | Planned Kidlington site continues to be delayed by land ownership issues.   |
| 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   | Collection banks in place within each district and at HWRCs. Action completed.  |
| 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   | Corporate sponsorship links established through the green schools programme with Viridor and Thames Water. Love food Hate Waste campaign has linked with Fresh Direct and with Coop Stores. |
| <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   | Oxford City Council have bid for DCLG funding for weekly food waste collections from flats.   |
| 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   | NIF funding awarded for a targeted programme in Barton within Oxford City. Programme plans also in development at West Oxfordshire.   |
| <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)                 | Commercial food waste trial in Oxford City continues, with more than 75 customers. Ongoing promotion of recycling services in Cherwell, City and West Oxfordshire.                          |

| 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?                         | Progress Oct 21012   |
|---|---|--|---|--|---|--|--|--|
| 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) | Tonnage updates are awaited from some partner councils.  |
| 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) | Project has not yet begun.   |
| 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) | Oxford City now offer a commingled collection, offering collection of a broader range of recyclable materials. Food waste collection also being trialled within Oxford City. |
| 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) | All partner councils have signed the commitment.   |
| <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  | Facility is under construction and running to plan.  |
| 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  | Tenders returned and evaluated. Award decision planned for Nov 12.   |
| <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    | CAG PAT testing at swap shops continuing. Over 10 events covered between July and September, over 250 items tested. Some 25 events held so far this year.                    |
| <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   | Public consultation on 5-year review of the JMWMS has been completed and a revised strategy document will be considered by OWP in Oct 2012.                                  |
| <b>Policy 13 - 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?                                  | Progress Oct 21012  |
|--|---|--|--|--|---|--|---|---|
| 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) | Business models and financial models finalised; exploring partnership with Sobel to deliver the reuse element   |
| 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                                      | New App for smart phones has just been launched. Site now has 518 members.  |
| <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> |   |  |  |  |   |  |   |   |
| 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.        | Communication plan developed and agreed by Strategy 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                                     | Strategy group  | Public consultation on 5-year review of the JMWMS has been completed and a revised strategy document will be considered by OWP in Oct 2012.                                   |
| 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                                     | Strategy group  | A short-list of options agreed by waste officers and shared with Treasurers. Chief Executives have considered a further proposal from OCC. Update to be developed for Oct 12. |
| <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 12.  | OWP Communications budget, officer time  | Effectiveness - take up by local media and resonance with members of the public.  | Jul-12                                     | Env Quality and Cleanliness Group                                   | Householder duty of care campaign recently completed. Further campaign work to be developed in the autumn.  |
| 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                                   | Current policies have been collated. Further review work to be completed.   |
| 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-12                                     | Env Quality and Cleanliness Group                                   | Planning not yet underway.  |
| 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                                   | Good contacts now built with OCC Highways and contractors.  |
| 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                                   | Not yet completed.  |

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**Agenda Item 11 Appendix 2 - Budget Statement**

|   | 2012/13<br>Budget | Q1<br>expenditure | Q2<br>expenditure | Total               | Variance        | Notes  |
|---|-------------------|-------------------|-------------------|---------------------|-----------------|--|
| <b>Expenditure<br/>Core Budget</b>      |                   |                   |                   |                     |                 |  |
| Salaries                                | 101,357           | 23,974            | 25,128            | 49,102              | -52,255         |  |
| Training and support costs              | 2,720             | 532               | 120               | 652                 | -2,068          |  |
| OWP Employing Authority costs           | 3,433             | 1,511             | 1,589             | 3,100               | -333            |  |
| OWP Host Authority admin costs          | 2,081             | 0                 |                   | 0                   | -2,081          |  |
| OWP Accounting Authority costs          | 2,081             | 0                 | 2,081             | 2,081               | 0               |  |
| OWP Auditing Authority costs            | 3,060             | 0                 | 2,000             | 2,000               | -1,060          | SODC committee support.<br>11.12 internal audit  |
| <b>Sub-total Core Budget</b>            | <b>114,732</b>    | <b>26,017</b>     | <b>30,918</b>     | <b>56,935</b>       | <b>-57,797</b>  |  |
| <b>Development Budget</b>               |                   |                   |                   |                     |                 |  |
| Environmental Education                 | 80,100            | 20,000            | 20,000            | 40,000              | -40,100         |  |
| Home composting                         | 11,100            | 253               | 4,342             | 4,595               | -6,505          |  |
| Communications Plan                     | 80,000            | 8,649             | 21,631            | 30,279              | -49,721         |  |
| Keep Britain Tidy countywide membership | 2,995             | 0                 |                   | 0                   | -2,995          |  |
| <b>Sub-total Development</b>            | <b>174,195</b>    | <b>28,902</b>     | <b>45,973</b>     | <b>74,874</b>       | <b>-99,321</b>  |  |
| <b>Total Expenditure</b>                | <b>288,927</b>    | <b>54,919</b>     | <b>76,891</b>     | <b>131,809</b>      | <b>-157,118</b> |  |
| <b>Income</b>                           |                   | <b>Q1 income</b>  | <b>Q2 income</b>  | <b>Total income</b> |                 |  |
| Carried forward from previous year      | 52,581            |                   |                   |                     |                 |  |
| Partner council contributions:          |                   |                   |                   |                     |                 |  |
| Cherwell District Council               | 27,492            | 32,652            |                   | 32,652              | 5,160           | Annual contribution plus credit note for £5,160 for double claimed invoice, Q2 2011.12.        |
| Oxford City Council                     | 27,492            | 27,492            |                   | 27,492              | 0               |  |
| Oxfordshire County Council              | 137,460           | 152,148           |                   | 152,148             | 14,688          | Annual contribution plus £14,688 to balance 11.12 overpayment against Environmental Education. |
| South Oxfordshire District Council      | 27,492            | 27,492            |                   | 27,492              | 0               |  |
| Vale of White Horse District Council    | 27,492            | 27,492            |                   | 27,492              | 0               |  |
| West Oxfordshire District Council       | 27,492            | 27,492            |                   | 27,492              | 0               |  |
| <b>Sub total partner contributions</b>  | <b>274,920</b>    | <b>294,768</b>    |                   | <b>294,768</b>      | <b>19,848</b>   |  |
| <b>Total Income</b>                     | <b>327,501</b>    | <b>347,349</b>    |                   | <b>347,349</b>      | <b>19,848</b>   |  |

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## OXFORDSHIRE WASTE PARTNERSHIP JOINT COMMITTEE

26 October 2012

### Agenda Item 12: Break the Bag Habit Campaign - charging for single-use carrier bags

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

- 1.1 To update on the “Break the Bag Habit” campaign and to consider whether to support the campaign in its call for the introduction of a charge for single-use carrier bags in England.

#### **2 Background**

- 2.1 There has been a steady reduction on the number of ‘thin-gauge’ bags issued in the UK since 2006 (down 32% to 2011). However this downward trend has recently reversed: the number of bags used rose from 7.6 billion in 2009/10 to 8 billion in 2011. This equates to 254 bags handed out per second.

All net growth in bag use came from England.

- 2.2 In summer 2010, the Welsh government announced that it would be the first in the UK to introduce a 5p charge on carrier bag use; commencing 1 October 2011. Since then, the charge has reduced single-use carrier bags in Wales by 96% and is supported by 70% of people in Wales. In Wales, net profits from single use bag purchase are donated by retailers to local charities and environmental causes.
- 2.3 Northern Ireland’s environment minister recently announced that the country would be introducing the levy from April 2013. The Scottish government launched a three month consultation on the subject in June 2012.
- 2.4 When Ireland introduced a plastic bag levy in 2002, plastic bag use fell by 90%. Before the Irish levy plastic bags made up 5% of visible litter, afterwards it dropped to 0.32%.
- 2.5 On 12<sup>th</sup> September 2012, the London Assembly unanimously agreed a motion which urges DEFRA to introduce legislation that would force retailers to bring in a levy on all single use carrier bags (while ensuring that small businesses are protected from any additional administrative burden).
- 2.6 Based on the success of these new levies and a reverse in the downward trend in bag use, The Campaign to Protect Rural England (CPRE), Keep Britain Tidy, the Marine Conservation Society (MCS) and Surfers Against Sewage (SAS) joined together to launch the ‘Break the Bag Habit’ campaign. This campaign calls on the government to reduce litter and waste by requiring retailers to introduce a small levy on all single-use bags.
- 2.7 Carrier bag use is an issue that regularly crops up in national newspaper articles (most recent Daily Mail 1<sup>st</sup> October ‘70% of shoppers back charging for plastic bags: Calls for Cameron to introduce 5p levy’ and The Guardian, 1<sup>st</sup> October ‘Welsh environment minister urges England to introduce carrier bag charge’). It is also a topic that the public are keen to engage with.
- 2.8 From a tonnage point of view the single-use plastic bag makes up a small proportion of the waste stream. However, taking reusable bags instead of carriers is thought to be a symbolic action that makes people think about waste and engenders other more positive environmental behaviour.



**OXFORDSHIRE WASTE PARTNERSHIP JOINT COMMITTEE**  
**26 October 2012**

**Agenda Item 13: Review of Household Waste Recycling Centres and the van and trailer permit scheme**

**1 Purpose of Report**

- 1.1 To provide an update on visitor numbers and tonnages at the Household Waste Recycling Centres (HWRCs) since the introduction of the van and trailer permit scheme.

**2 Background**

- 2.1 Oxfordshire County Council provides seven HWRCs in Oxfordshire for Oxfordshire residents to dispose of household waste free of charge (certain items of DIY waste and tyres are charged for). The sites are not for the deposit of trade waste produced as a result of a commercial activity, although Redbridge, Dix Pit and Ardley do provide some trade recycling and/or disposal services either at or adjacent to the HWRC.
- 2.2 The van and trailer permit scheme was introduced in autumn 2010 to deter traders using the household waste containers and therefore provide a better service to genuine householders and protect public money. Owners of commercial-type vehicles or of long trailers (1.8m – 3m) can apply for a free permit for a specified number of visits, allowing them access, but preventing traders from entering the HWRCs.
- 2.3 All neighbouring counties have policies in place to prevent trade waste from entering HWRCs.
- 2.4 Oxfordshire residents have responded magnificently to our recycling initiatives and the county council now has the best recycling and composting rate in the country, with a county wide recycling and composting rate of over 60% for 2011/12. We are also very good at not producing waste and for the last 4 years Oxfordshire has had the lowest waste arisings per person of any county.

**3 Review**

- 3.1 Since the introduction of the van and trailer permit scheme all of the HWRCs have seen reductions in the amount of waste deposited. Comparing 2009/10 and 2011/12 data there has been an 18% decrease in waste deposited, from 63,500 tonnes to 51,800 tonnes and nearly a 15% decrease in the numbers of visits made to site, reducing from 1.3 million to 1.1 million visits per annum.

|               | 2009/10   | 2010/11   | 2011/12   | % reduction<br>9/10 to 11/12 |
|---------------|-----------|-----------|-----------|------------------------------|
| Total tonnage | 63,574    | 60,002    | 51,797    | 18.5%                        |
| Recycling/t   | 31,001    | 30,161    | 26,347    | 15.0%                        |
| Residual/t    | 22,152    | 20,354    | 17,722    | 20.0%                        |
| Inert/t       | 10,421    | 9,487     | 7,727     | 25.8%                        |
| Visits        | 1,311,585 | 1,202,125 | 1,120,701 | 14.6%                        |

## OXFORDSHIRE WASTE PARTNERSHIP JOINT COMMITTEE

- 3.2 The total number of permits approved since scheme inception is over 16,000 (2.55% of the population of Oxfordshire). Coupled with the reduction in tonnages through the sites this indicates that the scheme has bedded in very well, is effective and that the limit of 12 visits has proved to be appropriate and workable.
- 3.3 The introduction of the van and trailer permit scheme has led to a reduction in the number of trade vehicle using the sites. These vehicles are typically larger than domestic cars and carried larger quantities of waste and therefore caused congestion. The reduction in trade vehicles means the sites are now easier to use for genuine members of the public and this is one reason why recycling rates at the HWRCs has increased, which has contributed to the county wide increase in recycling rates.
- 3.4 There have been 24 complaints regarding the scheme recorded between June 2011 and May 2012, of which 7 were formal complaints. They related to such issues as being unaware of the scheme, disagreeing with the scheme or aspects of the policy, perceived discrimination against owners of commercial-type vehicles and the inconvenience of arriving on site without a permit. The number of complaints compared to the number of permits issued is very small.
- 3.5 Customer satisfaction surveys are carried out annually at the HWRCs. The most recent surveys carried out in June 2012 show a very high percentage of overall satisfaction. Customers with a permit were specifically asked if they had any comments about the scheme. The vast majority of customers reported that they found the scheme easy to use and that it had not restricted their ability to use the HWRCs.

### 4 Fly-tipping

- 4.1 There is no evidence to suggest fly tipping has increased as a result of the scheme and the Waste Management Group (WVG) continues to monitor the situation and work closely with other authorities and officers across Oxfordshire.

|                               | 2007/08 | 2008/09 | 2009/10 | 2010/11 | 2011/12 |
|-------------------------------|---------|---------|---------|---------|---------|
| Number of fly tips countywide | 6,344   | 4,393   | 3,514   | 2,806   | 2,665   |

### 5 Financial, Risk and Staff Implications

- 5.1 As a result of decreasing visits and tonnage, and as a consequence of the van and trailer permit scheme, savings of around £250,000 have been achieved.

### 6 Areas Affected

- 6.1 The van and trailer permit scheme has been implemented at all HWRCs and therefore affects all partner councils.

### 7 Effect on Strategic Policies

- 7.1 The van and trailer permit scheme was introduced to reduce the amount of trade waste entering the HWRCs and make the site easier to use by genuine members of the public. This links to:  
Policy 1 – encouraging the efficient use of resources, reduce resource consumption and take responsibility for the wastes they produce.  
Policy 5 – reduce growth of municipal waste Household waste arisings.  
Policy 6 – increase recycling rates.

**8 Conclusion**

- 8.1 The van and trailer permit scheme is now an established and successful system that has delivered a reduction in tonnages through the sites and producing significant savings. The scheme has not caused an increase in fly tipping and the number of complaints has been very low. Legislation states that the Council cannot restrict residents' ability to bring household waste to the HWRC. The van and trailer permit scheme has restricted the ability for trade waste to enter the HWRCs illegally.

**9 Options or Alternatives**

- 9.1 It is proposed that the van and trailer permitting system will go paperless in Spring 2013. This will mean that residents will no longer need to take a paper permit with them to site and the electronic log would be the official record. This will deliver efficiencies and better customer service. Customers who would like a paper permit will be able to print one at home or they will be sent one if they do not have access to a computer.

**10 Recommendations**

- 10.1 To note the report and continue support for the van and trailer permit scheme.

**11 Reasons for Recommendations**

- 11.1 To demonstrate OWP support for the van and trailer permit scheme.

**12 Contact Officer**

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## OXFORDSHIRE WASTE PARTNERSHIP JOINT COMMITTEE

26 October 2012

### Agenda Item 14: New Initiatives Fund Projects update

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

- 1.1 To provide a further update on New Initiatives Fund (NIF) projects with outstanding funding claims and to agree a method for the allocation of remaining funds.

#### **2 Background**

- 2.1 The NIF fund was set up to finance 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 (LAA) with central government. In all, £1.3 million of income was received by the NIF.
- 2.2 OWP agreed a method of allocating NIF funding in May 2007. An application process was agreed whereby NIF funding bids were assessed by the Officer Strategy Group, which then made recommendations to the OWP chairman (or for bids of more than £50,000 to the full joint committee) on whether funding should be awarded. Bids were assessed according to their potential to progress the JMWMS. In all, 26 projects have been awarded funding in this way. Each project is given its own reference number (NIF001 to NIF026).
- 2.3 In July 2010 OWP learned of a 50% cut to the LAA funding payments from government. This meant that anticipated income of £259,412 in 2011/12 was not received by the NIF. In light of this reduced income, and the fact that most of the funds within the NIF had already been allocated, OWP decided to reserve the remaining funds for those authorities that had received least funding. Funds totalling £98,807 were reserved for South Oxfordshire, Vale of White Horse and West Oxfordshire district councils.
- 2.4 At the March 2012 meeting of OWP it was reported that there were a number of projects with outstanding funding claims (totalling some £400,000). It was agreed that any committed funds that were not supported by up to date spending plans by the June 2012 meeting of the OWP would be returned to the NIF central fund and made available for new projects.
- 2.5 A further update was provided to the June 2012 meeting of OWP, where it was agreed that:
- i. A project underspend of £7,861 for projects NIF020 and NIF021 (Vale food waste and flats recycling projects) would be retained for use by Vale of White Horse D.C for a further 3 months, whilst the position on collection charges for waste from Ministry of Defence (MoD) facilities was resolved.
  - ii. That remaining funding of £200,000 for NIF022 would be retained for use by Oxfordshire County Council for a further 3 months, whilst issues relating to the development of the Kidlington HWRC site are addressed.
  - iii. Plans for the reallocation of a project underspend from NIF025 would be finalised by West Oxfordshire D.C and presented to the Officer Strategy Group and the OWP Chairman for approval.
- 2.6 Since the June 2012 meeting Vale of White Horse D.C has confirmed that the remaining sum of £7,861 is no longer required and that this sum can be returned to the NIF. It has been confirmed that waste and recycling collections from MoD facilities are chargeable. Therefore NIF funding is not required to set up collection systems at MoD sites.

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- 2.7 Difficulties associated with the development of the new Kidlington HWRC have not been resolved and no alternative spending plans have yet been presented to the Officer Strategy Group or to OWP. Oxfordshire County Council requests that the funding award of £200,000 for NIF022 (Kidlington HWRC) continues to be held and that alternative spending plans are developed for approval in 2013/14.
- 2.8 Plans for spending £11,045 of the remaining £29,512 for NIF025 (WODC flats food waste and recycling scheme) have been developed by West Oxfordshire District Council and are being reviewed by the Officer Strategy Group. West Oxfordshire District Council requests that the remaining project funding of £18,467 continues to be held and that a spending proposal is brought forward in 2013/14.
- 2.9 Appendix 1 lists all NIF projects with outstanding balances.

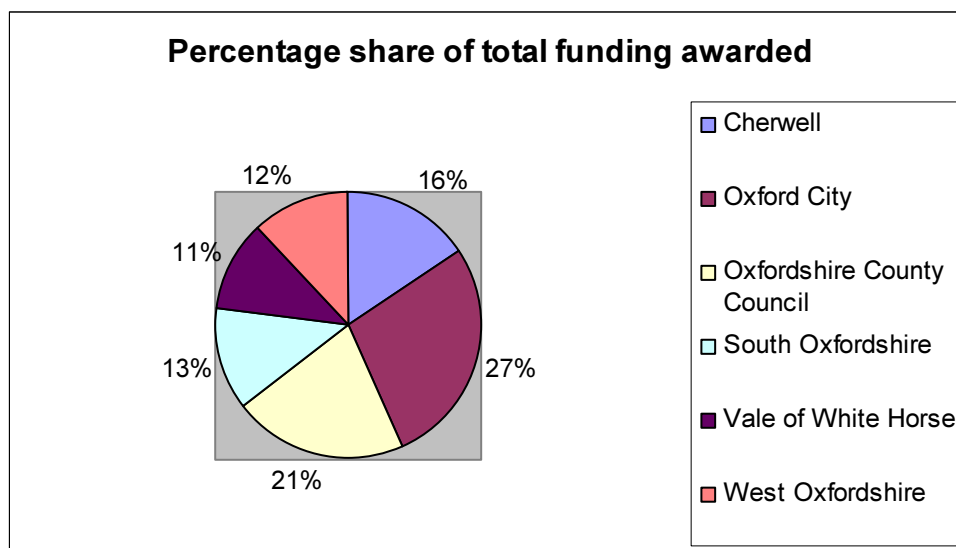
### 3 Financial, Risk and Staff Implications

- 3.1 The current NIF budget position is set out in table 1. This takes into account the funding of £7,861 relinquished by Vale of White Horse D.C and assumes that funding of £200,000 allocated to Oxfordshire C.C for NIF022 and funding of £29,512 to West Oxfordshire D.C for NIF025 remains committed.

Table 1 NIF budget summary

|                                 | <u>Revenue</u> | <u>Capital</u> | <u>Total</u> |
|---------------------------------|----------------|----------------|--------------|
| Total income                    | £ 615,770      | £ 719,358      | £ 1,335,128  |
| Total commitments               | £ 59,091       | £ 178,433      | £ 237,524    |
| Total expenditure               | £ 556,617      | £ 516,524      | £ 1,073,141  |
| Remaining funds to be allocated | £ 62           | £ 24,401       | £ 24,463     |

- 3.2 From table 1 it can be seen that revenue funding is fully allocated (with only £62 remaining). £24,401 of capital funding remains available. It is recommended that all Partner Councils be invited to bid for this remaining sum, using the existing NIF funding allocation process.
- 3.3 Chart 1 shows the funding allocated to each OWP Partner Council. Again this assumes that funding to Oxfordshire C.C and West Oxfordshire District Council for projects NIF022 and NIF025 respectively remain committed.



#### **4 Areas Affected**

4.1 All partner councils are affected.

#### **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 Members may support the recommendations in section 7 below, or may choose to uphold the agreement reached in March 2012 that “any committed funds that are not supported by agreed spending plans by the June 2012 meeting be returned to the NIF central fund.”

#### **7 Recommendations**

7.1 That:

- i. The return of a project underspend of £7,861 from project NIF020 and NIF021 is noted;
- ii. That funding of £200,000 continues to be reserved for Oxfordshire County Council and that spending plans be developed for agreement by OWP in 2013/14;
- iii. That a current project underspend of £29,512 continues to be reserved for West Oxfordshire D.C and that spending plans be developed for agreement by the OWP Chairman in 2013/14;
- iv. That applications for spending the remaining NIF value of £24,463 be invited from all Partner Councils.

**8 Reasons for Recommendations**

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

**9 Contact Officer**

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Background Papers:

Agenda Item 14 Appendix 1 NIF projects with outstanding funding claims, October 2012

| Bid Ref no.  | Bidding authority                               | Bid partners   | Project                               | Date of funding award | Funding awarded | Funding spent | Funding yet to be claimed | Update at Oct 2012  |
|--------------|---|----------------|---------------------------------------|-----------------------|-----------------|---------------|---------------------------|---|
| NIF020       | Vale of White Horse D.C                         | SODC & Verdant | Food waste collections.               | Feb-10                | £ 82,400        | £ 77,163      | £ 5,237                   | £5,237 to be treated as project under spend and returned to the fund.   |
| NIF021       | South Oxfordshire D.C & Vale of White Horse D.C | Verdant        | Flats food waste and recycling scheme | Feb-10                | £ 92,100        | £ 89,476      | £ 2,624                   | Remaining £2,624 to be treated as project underspend and returned to the fund.  |
| NIF022       | Oxfordshire County Council                      | -              | New WRC                               | Mar-10                | £ 200,000       | £ -           | £ 200,000                 | Construction of new HWRC has yet to commence. OCC request that funding continues to be held for them.                               |
| NIF025       | West Oxfordshire                                | -              | Flats food waste and recycling scheme | Oct-10                | £ 58,700        | £ 29,188      | £ 29,512                  | Request for reallocation of part of project underspend submitted Oct 2012. WODC request that funding continues to be held for them. |
| NIF026       | South Oxfordshire D.C & Vale of White Horse D.C | Verdant        | On street recycling                   | Mar-11                | £ 30,206        | £ 22,194      | £ 8,012                   | Project ongoing. £22,194 currently claimed, with remainder to be invoiced during 2012/13.   |
| <b>Total</b> |   |                |                                       |                       |                 |               | <b>£ 245,385</b>          |   |

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