

CABINET – 15 DECEMBER 2015

HOUSEHOLD WASTE RECYCLING CENTRE STRATEGY

Report by Director for Environment and Economy

Introduction

1. Oxfordshire currently operates seven Household Waste Recycling Centres (HWRCs). The sites accept approximately 45,000 tonnes of household residual and recyclable material each year with an average recycling rate of around 70%.
2. Oxfordshire County Council (OCC) as a statutory waste disposal authority has a duty to provide facilities for residents to deposit their household waste. Budget pressures and property constraints combined with the changing way that residents dispose of waste mean that a revised approach is required to ensure that HWRCs remain financially and operationally sustainable in the long term.
3. In July 2015 Cabinet received a report proposing to consult the public on revised principles for the provision of HWRC capacity with the following key objectives:
 - *a reduced number of sites;*
 - *locate sites to limit as much as possible the drive times for residents;*
 - *locate the sites as close as possible to the more populated centres;*
4. This report sets out the results of the Council's consultation on the future of HWRCs alongside an analysis of financial and service pressures.
5. It goes on to recommend an approach to rationalisation that retains existing capacity in the medium term whilst certainty is obtained on future contract costs and detailed capital and feasibility assessments are made on a site by site basis.
6. In summary, this report recommends that:
 - No immediate decisions are taken on site closures or on the development of alternative sites;
 - Opening hours are reduced in line with new contract arrangements from 2017 to support in part anticipated cost increases;
 - A phased approach is applied to long-term investment decisions, within an overall strategic framework;
 - The retention and development of individual sites and overall capacity is based on further detailed service, financial and affordability analysis;
 - The development of alternative delivery models and partnership arrangements are prioritised through the implementation phase.
7. This approach to delivery will ensure that the programme can remain flexible to changes in the waste market, new technologies and alternative ways of working and to the development and expansion of communities and associated infrastructure.

8. In this way final decisions can be based on a more certain financial basis and updated needs analysis alongside more detailed proposals of geographic locations and capacity which will impact on the viability of the overall network when taken as a whole.

Background

9. The Environmental Protection Act 1990 specifies that Oxfordshire County Council, as the waste disposal authority (WDA), must provide places where persons resident in its area may deposit their household waste. These places need to be reasonably accessible to residents, open at reasonable times (including weekends) and allow for the deposit of household waste free of charge outside of strictly prescribed circumstances. This specific restriction on charging was restated in a 2015 prohibition order issued from the Department for Communities and Local Government.
10. HWRCs are also required to help OCC deliver its commitment to policies contained within the countywide Joint Municipal Waste Management Strategy (JMWMS). Specifically:
 - Policy 4: Achieving a recycling and composting rate of at least 65% by 31 March 2020;
 - Policy 5: Ensuring that recycling and waste services are available to all residents;
 - Policy 8: Providing waste management services for specialised and potentially polluting material streams such as Hazardous waste and Waste Electrical and Electronic Equipment.
11. Household waste management has changed dramatically over the past 15 years: Oxfordshire has moved from a system where waste was predominantly sent to landfill to one where the emphasis is on reducing the amount of waste produced and recovering value from materials that are disposed of, either through recycling or energy recovery.
12. As waste collection authorities, the city and district councils have made excellent progress in increasing the percentage of household waste recycled through the expansion of kerbside collection services. Every household in Oxfordshire now has a comprehensive kerbside collection service that includes a full range of recyclables, including food waste. These services continue to expand with small electricals, textiles and batteries now also recycled at the kerbside or in local bring banks.
13. The design and function of HWRCs has developed within this context and in support of maximising recycling and reuse, modern facilities now need space to sort, repair and sell goods and a large number of containers to segregate materials. The role and service that HWRCs provide is already changing with the average user visiting a recycling centre less frequently as their kerbside services are expanded.
14. Residents have embraced these systems and recycling rates in the county are amongst the highest in England. Residents have also been very successful in reducing the amount of waste they generate overall and the waste per head levels are amongst the lowest in the country. This is both good environmental practice and financially prudent: reducing waste reduces the costs of disposal and recycling minimise the costs of disposing of remaining waste for example by recovering value from materials and by minimising the high costs of land fill tax.
15. Over one million visits are made to the sites themselves each year and 92% of users are satisfied or very satisfied with the service provided. The sites accept approximately 45,000 tonnes of household waste each with an average recycling rate across the sites in 2014/15 of 71%.

16. Within this context, a set of significant issues are impacting on the HWRC network:
- The changing distribution of the population across the county and the overall capacity and distribution of the network in the context of future population growth;
 - Specific planning, structural and operational issues at individual sites within the network;
 - The restrictions on capacity at existing sites to realign facilities to help maximise recycling rates;
 - An anticipated increase in waste resulting from economic and household growth;
 - Income pressure from the sustained limitations on overall council budgets;
 - Existing cost pressures arising from increased processing costs for specific materials;
 - An anticipated increase in costs of the operating contract associated with supply and demand pressures in the global recycling market;
 - Additional cost pressures from the requirement to fund unavoidable capital investments.
17. These issues are set out in more detail below.
18. Taken as a whole, a comprehensive new approach is required to help the council manage the revenue costs of operating the service, prioritise capital investment, provide agreed context for partnership and commercial arrangements and provide a sound basis for describing specific capacity requirements in support of negotiations to secure developer funding contributions to expand sites where population growth will increase usage.
19. While some issues can be resolved on a site by site basis, the development of major community infrastructure must be planned for the long term. Significant capital investment will need to meet the requirements of the county for many years to come and it is therefore proposed that a set of strategic principles are adopted in order to guide the development of a full business case for investment.

Issues for Consideration

Location, growth and future capacity

20. HWRCs in Oxfordshire are traditionally based at landfill sites; former mineral extraction areas in rural parts of the county. Before recycling was common place this allowed all material taken to sites to be quickly and easily deposited in the adjacent landfill with minimal transport costs to the council. Residents were expected to drive from centres of population down low capacity rural roads to deliver their materials to site.
21. It is now possible to recycle around 70% of the material delivered to site. All of these materials are separated and transported to different locations for further processing rather than being disposed of in local landfill. The logic of a network of small sites located in rural areas next to (now closed) landfills is therefore reduced.
22. While a balance must be struck, importantly large sites are inherently less expensive to run than small sites. Based on current management charges, OCC's smallest site costs twice as much to operate per tonne of waste received as the largest.
23. While the impact on any community currently served by a local site needs to be considered carefully before any change is made and recognising the differential impact on individuals, locating sites near to centres of population has the potential to reduce overall travel times as far as possible. Larger sites will provide more space both to lay sites out to reduce queue times for residents, to maximise reuse and recycling and ensure that the maximum value is extracted from materials. This will reduce the amount of residual waste generated

(and associated costs) and ensure that OCC continues to comply with the waste framework directive.

24. The number of visits that each household makes to an HWRC each year has reduced as kerbside systems have improved. However, the current network of sites is still considered to be operating over-capacity, as residents often have to queue to deposit materials.
25. Housing growth of 100,000 new homes in the county over 20 years is particularly focused on the centres of Oxford, Bicester, Didcot, Banbury and market towns such as Wantage and Witney. As the concentration of population increases in some areas more than others, particularly in rapidly growing towns such as Bicester and Didcot, the sites serving these areas need particular attention, especially where the historic location of HWRCs creates access issues.
26. Furthermore, Oxfordshire is anticipating a period of overall household waste growth as the economy improves and for example, residents take the opportunity to improve their homes – disposing of items they have replaced or no longer need.
27. Total capacity (taken as a whole to include the number and size of sites along with their location and opening hours) must be reviewed, alongside opportunities for managing demand at sites by activity that reduces the production of waste and by the further diverting of residual waste to alternative less expensive channels.
28. **Property, planning and regulatory restrictions**
29. A number of existing sites are subject to planning and regulatory restrictions alongside property constraints including the need for significant capital investment. These issues require clarity of future plans in order to be resolved effectively and demonstrate that “no change” is not an option: in any scenario and regardless of current revenue pressures, the HWRC strategy requires review.
30. Specific site issues are set out in Annex 1.

Maximising Recycling Rates

31. Oxfordshire County Council has very good recycling rates at HWRCs. However, both the total rate of recycling and the value of recyclables could be improved through continuing to adopt new approaches including better sorting, targeting of recyclables that remain in residual waste and pursuing reuse and sale opportunities. However, pursuing such approaches requires more space on sites along with specialist facilities, with a particular target on plastics and reuse – where goods can be refurbished, and sold on. Trials undertaken in Oxfordshire indicate that more space is needed to do this effectively.

Finance – overall pressures

32. OCC is currently facing significant budget pressures; the council has already saved – or has plans to save – a total of £292 million between 2010/11 and 2017/18. Further savings totalling a potential £50 million for the four years between 2016/17 and 2019/20 have recently been consulted on ahead of an anticipated reduced local government finance settlement to be announced during December 2015.
33. While the exact impact of the local government settlement remains unknown, overall revenue spending across the council will need to continue to reduce. Therefore while the delivery of waste services to residents is statutory, in common with all services the HWRC service should be planning for a continued period of considerable financial constraint.

34. The HWRC service is already experiencing in-year pressures on the current operating budget. Significantly the unit costs for transport and recycling of wood has increased and collection rates have been greater than anticipated. Processing wood for recycling represents value for money as it diverts material from expensive landfill or residual alternatives. However, in total this service (which is operated outside of the existing operating contracts as a new recycling stream) is costing approximately £450,000 more than budgeted contributing to a total overspend of £550,000 as set out in the table below:

CURRENT FINANCIAL POSITION	2015/16 BUDGET £'000	OUTURN FORECAST £'000	VARIATION £'000
HWRC Operations Management	1,400	1,400	
HWRC Transport	320	450	130
HWRC Disposal	2,630	3,050	420
TOTAL	4,350	4,900	550

35. As identified in the July 2015 Cabinet report, the contract for the management of HWRCs requires re-procurement in 2017. This is expected to result in increased management costs due to changes in the materials markets that have seen a significant reduction in the income available to contractors through the recovery of recyclable materials. These changes are driven by both supply and demand related movements in global commodity markets, for example continued downward pressure on the price of steel, a change in the demand for materials from abroad, closure of reprocessing plants in the UK, as well as continued and significant increases in British and European recycling rates increasing the total supply of recyclables materials coming to market. In preparation for developing a revised procurement strategy, officers are developing models to estimate the likely costs of new contract arrangements and to test procurement approaches for value for money. However, at this stage while all projections anticipate a potentially significant increase in costs, the level of cost increase remains uncertain.
36. The property issues outlined above create significant capital requirements that need to be addressed if capacity is to be retained.
37. A cautious estimate of the costs of investment required to maintain the existing network as-is is in the order of £5.7-£8.5 million with the lower figure addressing identified property issues but not providing sufficient investment to address existing capacity pressures. Emerging pressures generated through growth are also not addressed. Other network scenarios will need full appraisal and costing.

HWRC INITIAL CAPITAL COSTS SUMMARY	£'000
Capital costs to maintain existing network	5,700-8,500

38. Given these anticipated considerable cost pressures in the context of council-wide financial constraints, a revised strategy is required that seeks to limit the costs of operating the HWRC network and manage and prioritise capital investment decisions.
39. Outline capital and revenue funding are set out in the financial implications section below.

Public Consultation

40. In July 2015 Cabinet received a report proposing revised principles for the provision of HWRC capacity and authorising a public consultation on the development of a new approach.
41. A number of budget saving options were investigated before the consultation was undertaken. Balancing the opportunity for revenue savings and consequential capital investment, and reviewing population centres and likely average drive times, officers developed an approach for consultation which met the medium term financial pressure whilst maintaining a viable, if reduced, service level. The proposition was to reduce the total number of sites with investment focussed on a new network of three or four sites with accompanying reductions in opening hours.
42. The consultation aimed to investigate the value the community invested in specific sites, preferred visiting times, views on the specific proposals and solicited additional ideas for managing costs pressures within the waste system.
43. In addition, suggestions were made within the consultation regarding who may be able to take on new roles within the waste system. On the understanding that costs for the overall contract need to be controlled and minimised, the opportunity still exists for other bodies such as town and parish councils and social enterprises to propose alternative facilities and approaches to running those facilities where rationalising the HWRC network will lead to a reduction in coverage for local communities.
44. Further, during the course of the public consultation, two potentially viable partnership discussions have been initiated that could provide new approaches to sharing costs or raising income.
45. Officers have prepared an analysis of the consultation response, summarised from paragraph 68 below.
46. Overall, consultation respondents were not in favour of the proposals to reduce the overall number of sites to three or four, citing the inconvenience and increased costs of increased travel times to sites, a perceived risk of an increase in fly-tipping and the overall reduction in the level of service provided. Residents felt that this would have an adverse impact on the environment and erode the good work that had been done on increasing recycling rates over the last few years.
47. Residents were reluctant to accept reductions in service and a strong preference to retain the greatest number of sites possible across the county was shown. Residents accepted by a significant majority the principle that if necessary, a reduction in opening hours was preferable to a reduction in sites. (The question was asked specifically in the context of moving to a four rather than three site model - 79% were in favour of restricting opening hours if that was essential to maintain a fourth site.)
48. However, concern was expressed that sites would not be able to cope with the increased volume of visitors during opening hours and that queuing times at sites may increase.

HWRC Strategy

49. A significant point noted within the consultation was that at this stage, individual site decisions have impact on the acceptability of associated decisions as the location of each

site impacts on the total accessibility of the network. Without specific site information it can be difficult to assess the overall effect of an agreed high level approach.

50. An alternative proposition is therefore to recognise the connectivity of decisions on individual sites and seek to resolve uncertainty as far as possible before taking final decisions.
51. For example, the Redbridge site requires redevelopment or relocation to resolve longstanding capacity and structural issues. A full options appraisal will support a decision on whether redevelopment or relocation is the best option. If relocation was pursued, the position of the new site with respect to road corridors to the rest of Oxfordshire would critically impact on the service levels provided to residents of these other areas and could change decision making with regard to those sites.
52. The waste economy, expectations of how waste is handled and the governance of both local authorities as a whole and existing waste management functions are likely to change considerably over the long-term life of this strategy. A benefit of taking a phased approach to decision making through the implementation of an overall programme is that at each stage, a wider reconsideration of waste strategy and the role of other partners in the system can be considered along with specific local issues and the practical opportunities available at each stage.
53. It is therefore considered sensible to maintain flexibility within the long term strategy to lead and support the development of new opportunities for innovative and partnership approaches.
54. Taking these factors into account, officers have developed an approach that seeks to provide a strategic framework to guide and progress required development and investment and manage medium term budget pressures while accepting that detailed resolution of specific issues will take place across the delivery period.
55. In particular, this approach would mean that final decision making can take place with a fuller understanding of the financial implications of a re-procured contract while at the same time, work can progress where known site issues need to be addressed at an early point.
56. In this way, decision making can be fully informed by dependent decisions, particularly interconnected decisions on site location, and by updated needs analysis and more certain financial information.

Proposed Approach

57. The revised HWRC strategy proposed to cabinet is based on the following approach:
 - That a site rationalisation approach is adopted to minimise revenue pressures taken as a whole based on the following principles:
 - Fewer, larger sites, located close to centres of population with the aim of reducing average drive time as far as possible (recognising that this may mean longer times than the current arrangements for some residents)
 - Reduced opening hours in preference to fewer sites
 - Innovative site design to maximise reuse and recycling and reduce/offset disposal costs







- Partnership working with District Councils and local communities to investigate alternative approaches where a HWRC operating on the current model is not financially sustainable in the long term
 - Innovation to reduce public requirement to visit traditional HWRCs
- That existing site capacity is secured in the short–medium term
 - That an options appraisal is completed for replacing or redeveloping Redbridge
 - That an options appraisal is completed for the rationalisation of Ardley and Alkerton incorporating potential partnership approaches in Cherwell
 - That an options appraisal is completed for providing capacity in the south of the county
 - That a final decision on the futures of Dix Pit, Stanford in the Vale and Oakley Wood is completed after the Redbridge and south decisions are made alongside an options appraisal for a potential retained or replacement site
 - That these options are developed to minimise whole life costs with the aim of providing an affordable solution overall and maximising the security of s106 funding
58. In line with the pressures on overall council budgets OCC will look to rationalise the number of HWRCs over the medium to long term as fewer, bigger sites are less expensive to run. However given the long lead time required to make the necessary infrastructure changes, and recognising the concern expressed by residents throughout the consultation period about the impact of losing their local sites, the implementation plan will be reviewed on a regular basis, to ensure that any proposed redevelopment or rationalisation of capacity meets the strategic principles set out above.
59. To help meet current financial pressures, the new contract will be let on the basis that the opening hours of all sites will be reduced from October 2017. This is in-line with the outcome of the public consultation which identifies that residents prefer in principle the concept of reductions in opening hours over site closures. The details of individual site opening hours will be determined in 2016 to ensure that they align with usage and the preferences expressed in the consultation exercise as well as maximising value for money through the procurement exercise. Detailed impact assessment will be undertaken as part of this process.
60. As set out above, a number of current sites do not have infrastructure suitable for the future. The implementation plan has been developed to allow for the prioritisation of replacement or refurbishment of those sites in most need. This staggered approach allows an assessment of the catchment area of each new site to be identified which will in turn allow better determination of where other sites should be located. This will also enable the assessment of the impact of any site closures and ensure that robust mitigation measures are in place to counteract, for example, any increase in fly-tipping or reduction in recycling rates seen.
61. During the development of the initial options appraisals and feasibility studies for those sites most in need of investment, OCC will remain open to discussions with other authorities and partners. The location of facilities and operating models are all open for discussion before the decision points detailed in the implementation plan and OCC would welcome approaches from other parties in line with our aims as set out above.

62. It is important to note that this strategy does not constitute a costed options appraisal of specific capacity. As detailed proposals are brought forward, full business cases will need to be developed in the context of a broader service business plan that demonstrates affordability. Detailed financial plans will inform future service and resource planning exercises.


Implementation

63. *Fig 1.* below details an indicative phasing of implementation across the county. As detailed above this approach allows for reassessment of all the influencing factors including budget, location of sites, recycling rates, partnership opportunities and changes in HWRC usage at each stage.
64. In order to maximise the potential for income generation the new contract will specify that materials are segregated for repair (where possible) and resale. Due to the limited space on site direct resale from the HWRCs may not be possible, but potential contractors will need to detail how they will maximise the amount of materials available for reuse. As new site infrastructure is developed space for on-site reuse, and potentially commercial waste, will be included.
65. The population of the county is expected to grow and while kerbside collections can accept a large range of materials, site infrastructure will be developed that ensures adequate capacity is available, especially around the county's growth areas.
66. All HWRCs would accept residual (non-recyclable) and recyclable waste and visitors would be expected to make full use of the recycling, composting and reuse facilities available on site. Recent waste analysis showed that 48% of material in the residual bins at HWRCs could have been recycled, therefore residents will be expected to pre-sort their waste before coming to site and material being placed into the general waste containers should be segregated to ensure that no material suitable for recycling is sent for disposal. Site staff will be on hand to ensure that this happens and that any material suitable for recycling and reuse is not placed into the bins.
67. OCC will continue to explore opportunities to extend the range of items that can be recycled at site and work with local organisations to maximise the amount of material reused and recycled.

Fig 1: indicative implementation plan

Year	15/16	16/17	17/18	18/19	19/20	20/21	21/22	22/23	23/24	10 years +
Whole Network	Secure current site provision	Contract procurement based on new strategy	 Reprocurement as required							
	Determine suitable opening times for each HWRC		Reduced opening hours at all sites begins	 Monitor and Review as required						
Oxford area		Options appraisal for city: new HWRC provision OR replace/ refurbish Redbridge	Commission work on new site if required					New site for city open and in operation if required		
North Oxfordshire	Seek to extend planning at Alkerton									
	Investigate and secure extension of operations at Ardley		Options appraisal for Northern Oxfordshire - takes into account Redbridge location and housing growth.	Commission work on new site if required						New site open and in operation – decommissioning of Alkerton and Ardley if required
Central & South Oxfordshire				Complete options appraisal for	Work on Central and South					

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				Central and South Oxfordshire (Drayton, Oakley & Stanford).	Oxfordshire provision begins	Shut and decommission sites if required				
	Seek to extend planning at Stanford									
West Oxfordshire						Re-consider future of Dix Pit taking into account other options appraisals	Shut & decommission if required OR continue operation until new site built			New site in West open if needed - Shut & Decommission Dix.

Consultation Responses

68. Public consultation on the proposed strategy was undertaken with support from the OCC consultation unit between 10 August and 5 October 2015.
69. The consultation was advertised on the County Council website and at all HWRCs. All county, and district council councillors were emailed, along with local MPs and letters and posters were sent to all Parish and Town councils. Posters were also distributed to all county and district council offices. Paper copies were available in libraries for review and residents were able to receive paper copies via the customer contract centre if they could not respond online. Considerable media interest through local newspapers, television news and radio ensured that the consultation was given additional publicity. Facebook advertising and Twitter were also used to highlight the consultation, including targeting areas that were seen to be underrepresented in the responses.
70. Responses could be made online (through the e-consultation portal), by email or by writing to the waste management team.
71. Detailed analysis of the responses received to all questions can be found in Annex 2.
72. A total of 2770 responses were received via the portal, email or letter to OCC. In addition three petitions were received, one from residents near Oakley Wood (55 signatories) and one from residents near Stanford in the Vale (95 signatories) both stressing the importance of their local site and requesting that it remain open. A Change.org petition was also received against the proposals (1148 signatories and comments from residents countywide).
73. Overall residents urged the Council to reconsider the proposals and find the savings from elsewhere rather than reducing the HWRC service.

Responses to specific issues raised

- **Fly-tipping**

74. Residents were concerned that any changes to the HWRC network may lead to an increase in fly-tipping across the county, impacting on the environment, and increasing costs overall.
75. Fly-tipping is a serious environmental crime predominantly carried out by traders who do not wish to pay to dispose of their waste legally. Reducing the number of sites (which traders cannot currently use) will not impact on the behaviour of these individuals. Recent Defra figures have shown an increase in the amount of fly-tipping across England. The impact in Oxfordshire has been seen without changes having been made to the HWRC network and is most likely related to the recent drop in materials prices making it more expensive for commercial operators to dispose of their waste legally rather than to the availability of a recycling centre for householders.

76. While the Council does not have evidence to show that change at HWRCs will directly result in significant volumes of additional material being fly tipped by residents, a phased approach will allow OCC to monitor the impact of any changes to site opening hours, location and availability at each stage and if necessary refine communications and prevention and enforcement activity and to reconsider any further change.

- **Travel Distance**

77. The Council understands that residents are concerned that they may have to travel further to a HWRC in the future and the impact that this will have on their free time, travel costs and the amount of carbon emissions generated. OCC will continue to work with the district and city authorities to ensure that kerbside collection services are as comprehensive and well used as they can be, reducing the need for residents to visit sites at all. When searching for locations for new sites OCC will seek to ensure they are located on major travel and transport routes so that journeys can be combined if appropriate.

- **Recycling Rates and Environmental Issues**

78. Through the consultation residents expressed concern that Oxfordshire's excellent recycling rate would be damaged by the proposal and on the impact that this would have on the environment as a whole.

79. Reduced recycling rates would be a concern to OCC in policy terms and through an increase in overall costs of waste disposal. OCC will continue to encourage residents to use all the options available to them to maximise the amount of material recycled.

80. A phased approach will allow any changes to be planned for and appropriate communications and behaviour change activity to be put in place.

- **Charging**

81. Many respondents asked why the option of charging at sites was not being considered.

82. Legislation currently prevents local authorities from charging for general access to HWRCs. Charging cannot therefore be formally considered as it is not currently a practicable option. Oxfordshire already charges for waste at HWRCs where it is legal to do, such as a permitting scheme for trade waste where facilities are available and charges for DIY waste in some circumstances. These costs are kept under review and must remain competitive with commercial operators if they are to continue to generate income.

83. However, whilst the national picture was made clear in OCC's public consultation, many residents clearly stated across a range of questions that they would be happy to pay an entrance charge in order to keep HWRCs open. OCC will therefore continue to lobby for legislative change. OCC has

written to DEFRA and DCLG to request a review of this legislation and has provided detail of the support for this approach from within the consultation to support the proposal. If a change in legislation is forthcoming then this will be fed into the future development of the strategy and business plan.

- **Additional Materials**

84. Residents requested that sites were able to accept a larger range of materials for recycling with plasterboard and paint the most commonly requested items.
85. Plasterboard is currently accepted for recycling at three of the Council's seven sites. As sites are rationalised and contracts renewed OCC will review the provision of additional skip facilities including plasterboard and increase where possible.
86. Paint is accepted at HWRCs, but only when dried. This is because disposing of liquid paint is very expensive potentially costing hundreds of thousands of pounds to dispose of the volume that would be expected if accepted. Noting the comments made OCC will continue to assess the markets and seek to find an outlet for this material that does not dramatically increase costs including reviewing innovative approaches for reuse. However, any changes to existing provision will need to be made in the context of available budgets.

Financial and Staff Implications

87. In February 2014, budget savings of £350,000 by 2017/18 were agreed from the HWRC budget, as part of the Council's Medium Term Financial Plan (MTFP).
88. In July 2015 Cabinet approved the removal of a non-statutory 'Green Waste Credit' from District Councils from April 2016. Cabinet agreed that the funds realised from this saving could be used in the medium term to meet existing HWRC revenue pressures including the MTFP saving.
89. These savings are addressed in the current revised budget proposals. An element of additional funding to relieve existing service pressures (as outlined above) is also proposed.
90. These arrangements are summarised below:

HWRC REVENUE FUNDING SUMMARY	2016/17 £'000	2017/18 £'000
Revenue funding from existing budget (incl. MTFP)	4,350	4,000
Proposed Additional funding (Current S&RP Process)		
Materials recycling cost pressures	550	550
Removal of MTFP saving 15EE24		350
Additional cost of managing the sites		445
<i>Sub-total proposed additional pressures</i>	<i>550</i>	<i>1,345</i>
TOTAL Agreed and Proposed budgets	4,900	5,345

91. In all scenarios covered within the approach proposed, additional costs are likely to bring significant financial pressure onto the service through an increase in contract costs and the costs associated with capital finance:

HWRC REVENUE FORECAST ADDITIONAL COSTS SUMMARY	2017/18 £'000
Additional cost of managing sites*	400-2,300
Illustrative capital finance costs**	145

*Increase in operating costs is anticipated in line with new contract arrangements from 2017/18. New costs modelled anticipate increased contract pricing related to changes in the recycling market and are based on existing or replacement sites with reduced opening hours. Additional new pressures or savings proposals including reductions in opening hours will be required to meet costs beyond agreed and proposed budgets .

**Additional capital financing costs funded from new pressures or additional savings proposals may be required to meet the gap between capital funding currently held from s106, general capital and budgeted-for prudential borrowing, and the costs of site development/replacement and associated decommissioning. An initial £1m of prudential borrowing is illustrated here.

92. As set out above, these pressures are proposed to be funded in part through additional funding within the current budget proposals. However, this funding is unlikely to meet the pressures in full – depending on contract costs and the fully identified capital requirements – and savings proposals will be required through the application of the approach recommended in this report including site rationalisation and adjustments to opening hours to meet any future revenue gap.
93. An element of capital funding is available from developer contributions already held in reserve for use in redeveloping the HWRC network. OCC will continue to collect additional developer contribution as need can be demonstrated through future planning negotiations. A capital fund is also provided for within the general capital programme.

HWRC INITIAL CAPITAL FUNDING SUMMARY	£'000
Agreed funding within the capital programme	4,539
Additional held and secured s106 funding	2,289
Current total capital funding	6,828

94. The total costs of capital development will be established through site specific options appraisals. However, as identified in the financial pressures section above, the minimum investment required to maintain existing sites as-is is estimated at £5.7-£8.5 million with the lower figure addressing identified property issues but not providing sufficient investment to address existing capacity pressures. Emerging pressures generated through growth are also

not addressed. The total capital funding currently available is therefore unlikely to be sufficient to meet the full capital requirements creating capital pressures.

95. The approach proposed within this report will allow current facilities to continue to operate while the proposed preferred approach of further work to design a rationalised network incorporating innovations in service design is developed.
96. As part of the development and delivery of the approach described above, a revised financial model and business plan for the service will need to be prepared along with detailed business cases to justify the investment of capital funding.
97. There are no direct staffing implications arising from this strategy.

Risks

98. Significant risks are identified in the table below

Risk	Consequences	Likelihood	Impact	Notes
Insufficient certainty on sites location reduces ability to secure s106 contributions	Loss of developer funding to help capital requirements of replacement or refurbished sites	Medium	High	Strategy identifies that capacity is under pressure but that site locations are yet to be determined. Evidence provided to the developer funding team shows how all sites are at capacity and additional space (and therefore funding) is needed to increase capacity. As the strategy programme is developed through a phased approach, more detailed proposals will be available at each stage.
Increase in drive-times to HWRCs	Increased costs for district and	Low	Medium	A phased approach to

leads to increased fly tipping	county council in cleaning up and disposing of material			decision making means that no site closures are agreed at this stage. Most fly-tipping is from commercial operations that are not able to use HWRCs so any future changes should not impact. It is thought that relatively few residents will turn to criminal behaviour but a phased approach will allow for OCC to monitor the impact of any changes and work with Enforcement Officers to ensure that adequate mitigation measures are put in place to identify and prosecute offenders
Increase in drive-times to HWRCs leads to materials previously recycled being placed in residual bins by householders	Increased costs for disposal as people place materials in residual bin rather than taking it for recycling at an HWRC	Unknown	High	There is no evidence on how much additional material will end up in the residual bins in the event of specific site closures. A phased approach will allow for OCC to monitor the impact of any changes and work with officers and residents to mitigate any changes seen in

				behaviour.
Reduction in countywide recycling rate	Loss of position as high performing county council recycler, increased costs for OCC, potential cost increases for district councils as rounds change to accommodate additional waste	Unknown	Medium	A phased approach will allow for OCC to monitor the impact of any changes and work with officers and residents to mitigate any changes seen

Legal Implications

99. There are no legal implications identified within this report.

Equalities Implications

100. A [service and community impact assessment](#) was prepared in support of the consultation documents published in August 2015.
101. It considered the impact of adopting a strategy based on a network of fewer sites (specifically three or four) and of other changes including reducing opening hours.
102. The assessment indicated that the proposed reduction in the number of sites would mean that some residents will live further from a HWRC, including those in some rural communities, raising travel costs and increasing reliance on the car for those individuals. It concluded that the proposal may also impact on those residents who do not have a car and need to rely on friends, family and neighbours to access sites as although currently sites do not accept pedestrian visitors and so no additional users will be excluded from sites, increasing journey times for individuals could increase reliance on others.
103. The SCIA noted that in the event of closures, residents will be encouraged to make full use of the available kerbside collections services to reduce the need to travel to sites at all and to combine trips with other journeys where possible. It also noted that residents will be directed to the district bulky waste collection services or retailer take back schemes to dispose of larger items in mitigation of any reduction of service.
104. The approach outlined in this report seeks to limit drive time as far as possible but does accept that for some individuals, drive times may increase. The approach also notes that work to reduce the requirement of residents to visit HWRCs will ultimately mitigate the impact of any change in services.

105. This report recommends that current services are maintained while detailed proposals are planned on a site by site basis. Full service and community impact will need to be undertaken where any service change is proposed taking into account comments already received within the consultation.
106. This report also recommends that opening hours are reduced in order to maintain the maximum number of sites when a new contract is agreed in 2017.
107. Changing opening hours has the potential to have a differential impact on those of working age with shift patterns that do not match opening hours. However, sites will still be open for 'reasonable' hours including weekend opening, as prescribed by legislation. When decisions on opening hours are made, full consideration of the preferences expressed through the consultation, the data on usage and the impact on any group specifically impact by a reduction will need to be taken into account.
108. The public were invited to comment on the SCIA within the consultation and responses are detailed in the consultation annex to this report.
109. The most frequent comment that directly related to an equalities issue was the suggestion that OCC had underestimate the specific and disproportionate impact that proposals would have on those living in rural areas. The impact of any changes to the site network would be specifically felt in those areas currently served by a site which then has services reduced or withdrawn under any new arrangements. Residents were concerned that those living furthest from sites would be most impacted by increases in cost and time increases in their journey to alternative facilities.

CONCLUSIONS

110. In summary, the strategy outlined from paragraph 57 proposes that:
 - No immediate decisions are taken on site closures or on the development of alternative sites;
 - Opening hours are reduced in line with new contract arrangements from 2017 to support in part anticipated cost increases;
 - A phased approach is applied to long-term investment decisions, within an overall strategic framework;
 - The retention and development of individual sites and overall capacity is based on further detailed service, financial and affordability analysis;
 - The development of alternative delivery models and partnership arrangements are prioritised through the implementation phase.

RECOMMENDATION

111. The Cabinet is RECOMMENDED to:

- (a) approve the Household Waste Recycling Centre Strategy as set out from paragraph 57; and
- (b) authorise the Director for Environment and Economy in consultation with the Cabinet Member for the HWRC service to bring forward implementation plans for decision within agreed delegations.

SUE SCANE

Director for Environment and Economy

Contact Officer: Robin Rogers, robin.rogers@oxfordshire.gov.uk

Annex 1: Property issues

Annex 2: Detailed analysis of consultation responses

December 2015

Annex 1

Property, planning and regulatory restrictions

Alkerton	Planning permission for this site expires in December 2019. The site is located near the border with Warwickshire and is some distance from Banbury. Some small scale drainage works are currently being carried out to comply with planning and Environment Agency conditions but if planning permission was extended further additional works may be required. The HWRC Management contract expires in September 2017. Expansion is possible, although this would require significant capital investment.
Ardley	Planning conditions require that the site is restored by December 2018 and the current owner/operators (Viridor) wish to shut the site in 2017. OCC may be able to request that Viridor extend planning permission in line with landfill restoration plans but this is likely to result in additional costs. The HWRC management contract expires in 2017. Viridor may impose additional conditions/costs if OCC wish to allow an alternative operator to run the site. The site is small and there is limited opportunity to expand.
Dix Pit	The site has planning permission until December 2028. The management and lease of this site is tied in with the bulking and haulage contract operated by FCC. There is a break clause every five years from 2017, but OCC will incur additional costs as part of the bulking and haulage contract if the HWRC is shut or passed to an alternative operator. If the HWRC is to remain open it is recommended that its management is included as a variant option so that a full business case to assess best value to the council can be assessed. The site, while over capacity at peak times, is one of OCCs largest, is relatively modern and there is space to expand if lease/planning/capital investment could be secured.
Drayton	Permanent planning permission, however the site currently suffers from capacity issues at all times which the growth around Didcot will only exacerbate; surrounding landownership constraints mean this site cannot be expanded. HWRC Management contract expires in September 2017.
Oakley Wood	Permanent planning permission and modernised site. Currently over capacity. Space to expand if required, however proximity of landfill could impact on capacity costs. HWRC Management contract expires in September 2017.
Redbridge	Permanent planning permission, however the site currently suffers from capacity issues at all times and the site design is under pressure from the number of people using it, leading to health and safety and environmental concerns about its viability in the medium term. The site is also suffering from structural issues which have been temporarily resolved to prevent further subsidence, but is not suitable for the long term. HWRC Management contract expires in September 2017.
Stanford in the Vale	Planning permission expires in 2019. The site is small; further hardstanding has recently been laid to cater for additional materials to be collected but further expansion will be difficult without moving on to the landfill. HWRC Management contract expires in September 2017.

Annex 2

Detailed Analysis of the consultation responses received:

Below the responses received for each question asked are presented. Not all respondents chose to answer all questions. Where there was space for respondents to add a comment the key themes have been summarised. OCCs response to the main concerns and comments raised are detailed in the main body of the report.

Question 1: What are your views on our proposals for reducing the overall number of HWRCs in Oxfordshire in order to meet a required 30 per cent reduction in the HWRC operating budget by 2017/18?

Response	Percentage of respondents
Support	8%
Oppose	91%
Don't know	3%

Key themes (2241 comments made)

Those who supported the proposals did so in acknowledgement that savings needed to be made and they believed that OCC has investigated all of the options. A number of residents said that they would support the proposals as long as their local site was kept open. Some residents reminded OCC of the need to ensure that kerbside services would need to be maintained and that remaining sites would need to be able to cope with the increased and varied usage.

Those who opposed the proposals felt that they would lead to an increase in fly-tipping and that the extra journey time was unacceptable; that this would be a disincentive to recycle and bad for the environment. They felt that the remaining sites would become overcrowded and difficult to use and that the population growth in their area was not being adequately catered for. Overall a number of respondents felt that the proposals would increase costs for the council.

Question 2: If opening hours are reduced we may be able to open a fourth HWRC. On balance, which of the following would you prefer?

Response	Percentage of respondents
Longer opening hours (3 sites not 4)	5%
Restricted opening hours (4 sites not 3)	79%
Don't know	9%

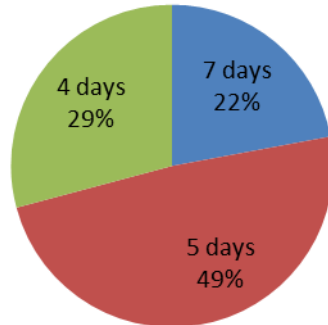
Key themes (1743 comments made)

Those who preferred longer opening hours and fewer sites felt that this option would reduce traffic and queuing, provide more choice and flexibility to residents and be preferable to those who work at weekends/non standard hours.

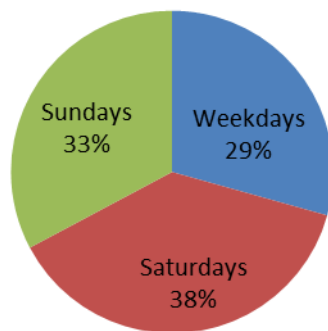
Those who preferred a greater number of sites felt that it would be easier to adjust their visit times rather than travel a greater distance; this in turn would make it easier to recycle, reduce the risk of fly-tipping and reduce queuing/traffic at the remaining sites. The need to ensure that the revised hours reflected the usage of the sites was emphasised and a number of respondents commented that while they had picked this option, ideally they would prefer no changes to sites.

A number of those who chose 'don't know' stated that they did not support either option and would prefer all sites to remain open. Respondents commented that changes to sites could lead to increased fly tipping and congestion on the roads.

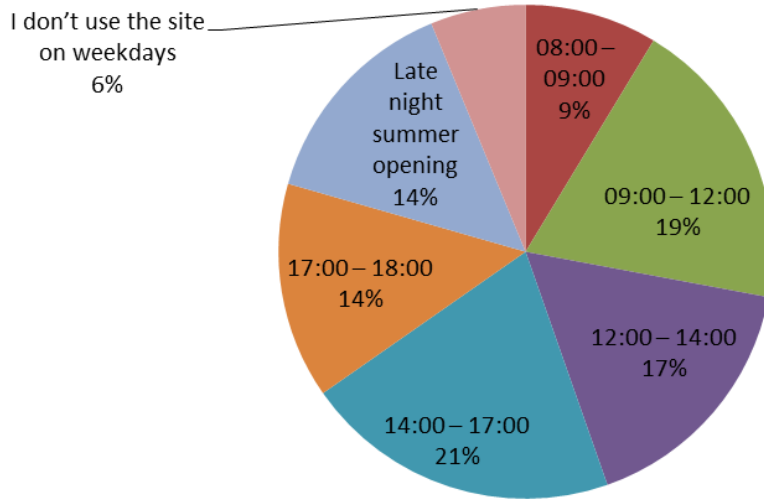
Question 3: Which days would you prefer sites to be open?



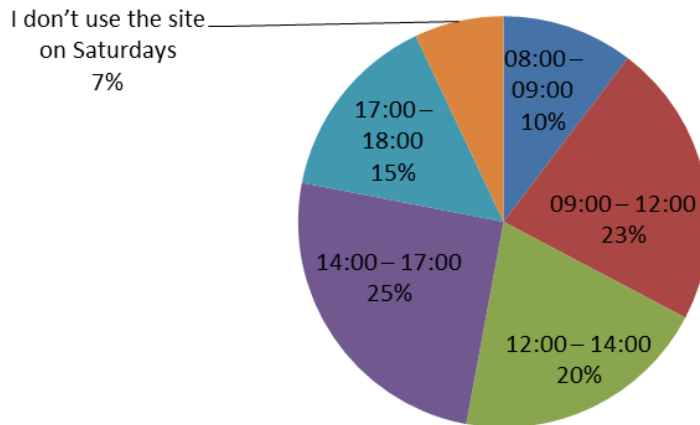
Question 4a: What days would you prefer sites to be open?



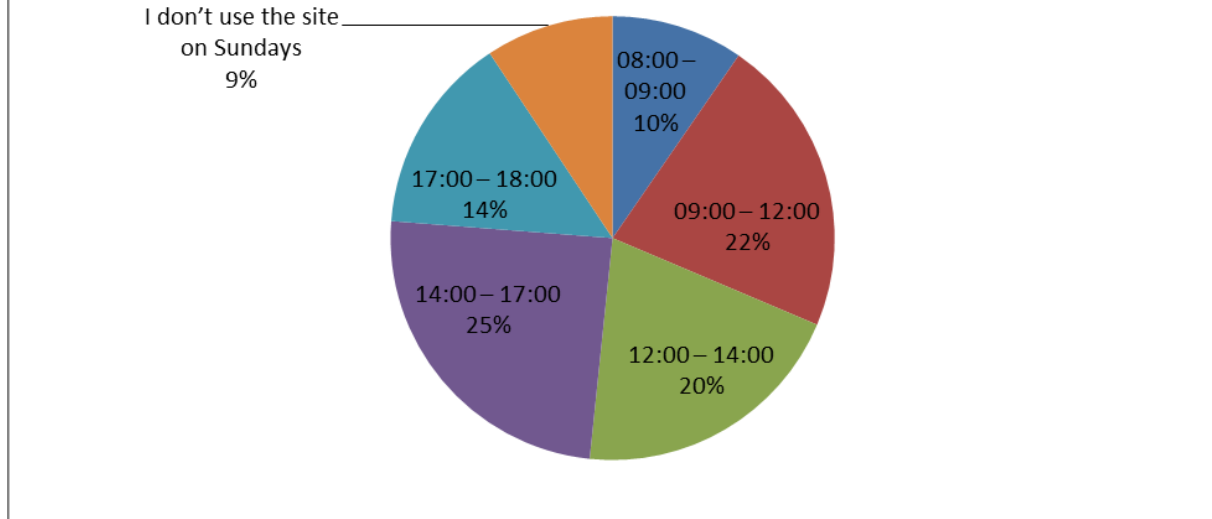
Question 4b: On weekdays which are the most important opening hours to you?



Question 4c: On Saturdays which are the most important opening hours to you?



Question 4d: On Sundays which are the most important opening hours to you?



Question 5: What are your views on our proposals for the locations of the three main sites?

2180 comments were made in response to this question. Those with over 5% of the responses are detailed below.

Response	Percentage of respondents
Three sites are not sufficient - some areas have no coverage	22%
Locations are too far away / inconvenient / not local enough	22%
Disagree with proposal - all existing sites should remain open	14%
Agree with the proposal	5%
It will encourage fly tipping	7%
Will lead to extra car miles / time added to journey	8%
Will lead to increased road congestion / traffic	5%
It will reduce recycling / people just won't travel too far	5%
My local site should remain open (with details of site)	8.6%

Question 6: What are your views on the location of a fourth possible site?

2153 comments were made in response to this question. Those that named a specific area, or with over 5% of the responses are detailed below. For clarity those people that used a local name for the site have been grouped together under the official site name.

Response	Percentage of respondents
Alkerton site should stay open	0.7%
Ardley site should stay open	1.2%
Dix Pit site should stay open	7.3%
Drayton site should stay open	1.2%
Oakley Wood site should stay open	23.1%

Redbridge site should stay open	0.7%
Stanford in the Vale site should stay open	18.3%
West Oxfordshire	8.2%
South Oxfordshire	3.3%
East Oxfordshire	0.9%
North Oxfordshire	0.8%
Central Oxfordshire	0.9%
Henley	0.7%
Witney	1.2%
Keep all existing sites open - should have as many as possible	11%

Question 7: What is your biggest concern if the HWRC you currently use was to close?

Response	Percentage of respondents		
Travel time to alternative sites	43%		
Impact on traffic around the sites	1%		
Queue time at sites	4%		
Not enough room in kerbside bins	2%		
Cost of bulky waste collections or retailer take back schemes for items usually taken to HWRC	2%		
Increase in fly-tipping	32%		
Reduction in Oxfordshire's recycling rate	7%	Response	Percentage of respondents
Other (please specify)	8%	All	25%
		Travel time	26%
		Impact on traffic around the sites	3%
		Queue time at sites	3%
		Not enough room in kerbside bins	2%
		Increase in fly-tipping	27%
		Reduction in Oxfordshire's recycling rate	5%
		Environmental/carbon impact	8%
		Other	2%

Question 8: Please give your views on the impacts identified in the SCIA. Have we missed anything?

1200 comments were made in response to this question. Those with over 5% of the responses are detailed below.

Response	Percentage of respondents
No / no comment / NA / seems fine	30%
You have underestimated the increase in fly tipping if closures go ahead	15%
Lots of associated costs of these changes / false economy	11%

You have underestimated the impact this will have on the environment and environmental targets	6%
Extra car miles / time added is unacceptable	6%
You have underestimated the impact this will have on those living in rural areas	5%
Statistical information should have been provided	5%

Question 9: If we are able to build bigger, more comprehensive facilities are there any items that you like to recycle at the HWRCs in the future that you cannot do now?

796 responses were received to this question with many respondents detailing items that can already be disposed of at a HWRC.

Response	Percentage of respondents
Chemicals	3%
Hazardous items	5%
Batteries	1%
Electronics / electrical items	3%
Furniture	5%
Glass	1%
Light bulbs	1%
Oil (all types - cooking & petrol)	4%
Paint / paint tins	39%
Plasterboard / plaster / gypsum	11%
Plastic (various)	9%
Polystyrene	3%
Soft furnishings	4%
Tyres	2%
Paper	1%
Clothing / textiles	1%
DIY waste	2%
Garden waste	1%
Video tapes, cassettes and floppy disks	2%
Anything that can be resold / redistributed	4%
No - everything is catered for	10%

Question 10: Do you have any alternative proposals for how the council could meet the required 30 per cent reduction in the HWRC operating budget?

1370 responses were received to this question and those with over 5% of the responses are detailed below.

Response	Percentage of respondents
Reduce opening times	17%
Reduce staff numbers	5%
Change legislation and charge a fee / add it to council tax	27%

Investigate making more revenue from HWRCs	12%
Make cuts elsewhere	16%
No alternatives - disagree with proposals	6%
Add more items / bins to kerbside collections	5%

Question 11: Do you have any other comments on the proposed service changes for the HWRCs set out in the consultation document?

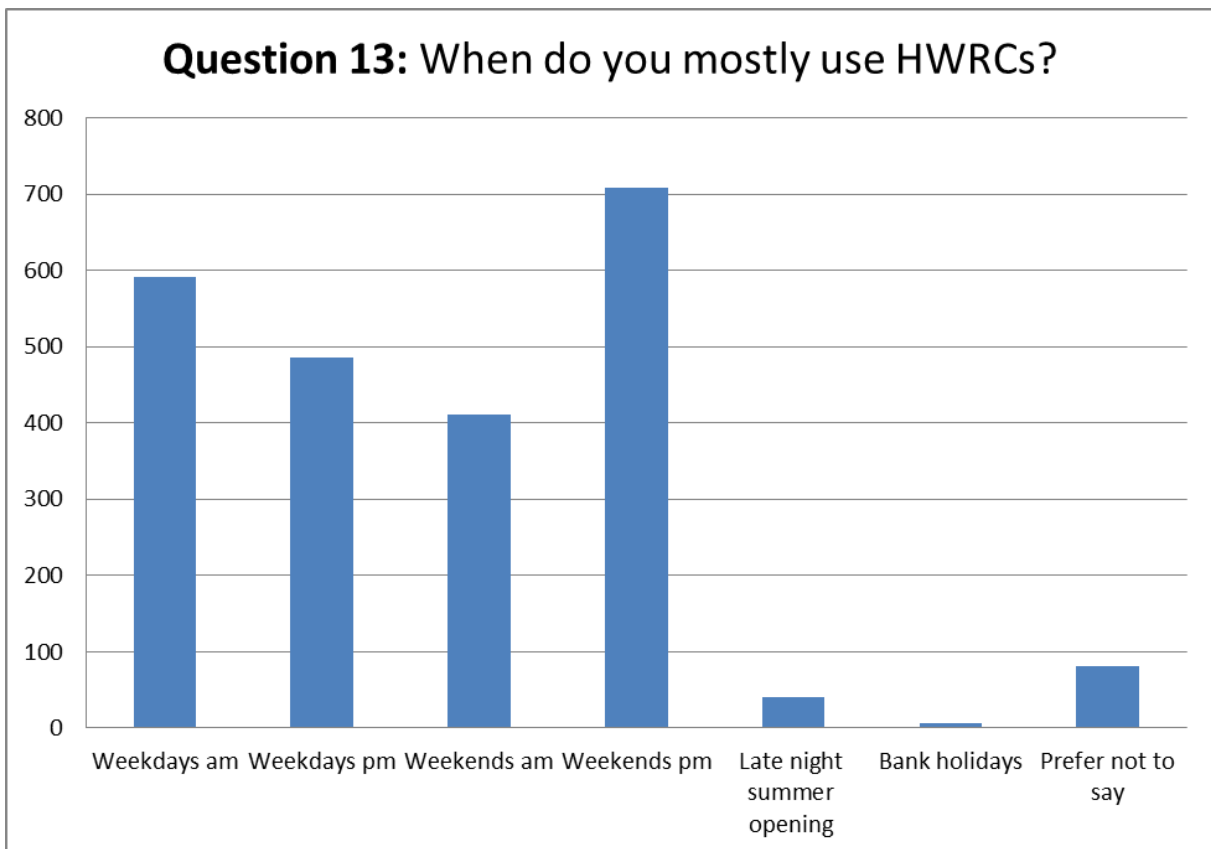
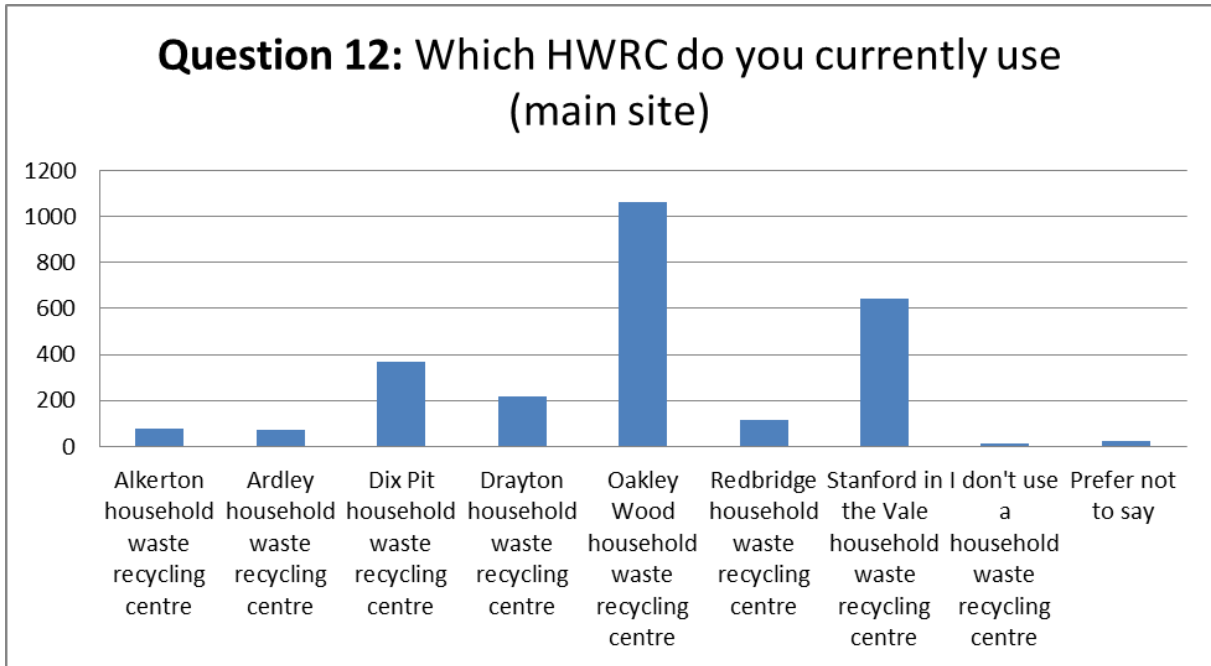
802 responses were received to this question.

Response	Percentage of respondents
Do not reduce services / close existing centre down	22%
Closure will increase fly-tipping in the local area	17%
Reduce opening hours to create savings	3%
False economy / short-termist policy / will create additional spending for the council	9%
Council shouldn't charge for waste disposal services	3%%
Happy to pay more to keep sites open	4%
Need more bins / roadside collections	4%
Increase in housing in local area - should increase number of waste removal sites	3%
Council should encourage more effective reuse / recycling	4%
Central government should have less influence in local matters	2%
Sounds like the decision has already been made - lack of proper consultation	9%
Proposal lacks innovation	7%
Will have negative impact on recycling rates	17%
Council should make cuts elsewhere	5%
Council should share resources with neighbouring counties	1%
Proposals do not consider knock-on effect of closures	10%
Services gradually being reduced, despite council tax increases	4%
No / nothing / none	3%

The responses to the following questions have been used to assess if adequate representation from all residents and HWRC users across the county was received. These questions were not compulsory and so response rates were lower than those detailed above. Overall:

- Monitored throughout the consultation, responses from residents in Cherwell were seen to be significantly less than those from other districts and local papers in the north of the county were contacted to ask them to highlight the consultation to residents.
- Where the consultation proposed that sites may close (Stanford in the Vale and Oakley Wood), local residents responded in far greater volumes than where refurbishment or replacement sites were planned (Redbridge and Drayton), again this was to be expected.
- With a large percentage of respondents retired, Facebook advertising was used to try and engage younger householders to respond
- HWRC usage habitats were reflected in the number of respondents stating that they used sites at any particular time.

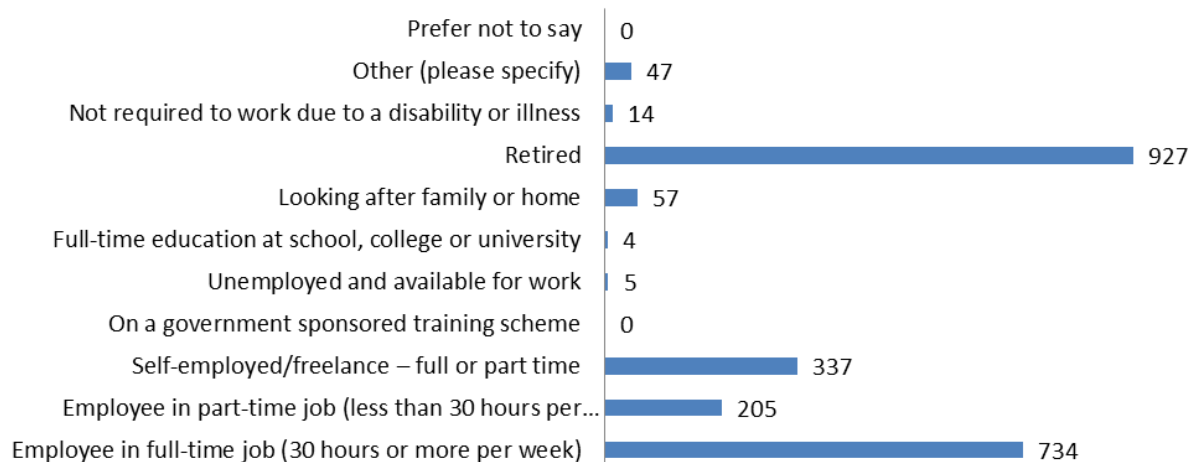
- Those with vehicles make up a large proportion of respondents, however with the majority of trips to the HWRCs made to dispose of items that due to volume or size need to be transported by vehicle, this was to be expected.



Question 14: Please provide your postcode

Details of respondent postcodes are not provided here, but were used as part of the analysis process.

Question 15: Which of the following best describes your current work status



Question 16: do you own or have access to a vehicle?

Response	Percentage of respondents
Yes	83%
No	1%

Question 17: Are your day-to-day activities limited because of a health problem or disability which has lasted, or is expected to last, at least 12 months? (Include problems related to old age).

Response	Percentage of respondents
Yes, limited a little	2%
Yes, limited a lot	7%
No	70%
Prefer not to say	4%

Question 18: If you are responding as a Councillor or a representative of a group or organisation please provide details below.

Responded as:	Number
Councillor	72
Representative of a group or organisation (listed in Annex 2)	86

Responses from Waste Collection Authorities

Responses were also received from each of the Waste Collection Authorities (Cherwell District Council, Oxford City Council, South Oxfordshire District Council, Vale of White Horse District Council and West Oxfordshire District Council).

- Cherwell District Council feel that Oxfordshire is too large to be served by only three or four sites and that HWRCs should be located in easily accessible and convenient locations. They believe that residents should not have to travel so far to deposit their waste.
- Oxford City Council stated that they while they do not wish to see any closures they understood the budget pressures required behind the proposals and were therefore not in opposition to the changes proposed, as long as Oxford City continues to be served by a HWRC, preferably located with easy access from the ring road. They are not in favour of reduced opening hours and are keen to ensure that sites are able to cope with the demand that increased usage from other parts of the county places on them.
- South Oxfordshire and Vale of White Horse felt that a detailed financial appraisal had not been presented and that this meant it was difficult to assess the proposals. They believe that the proposals will result in many residents choosing not to travel to an HWRC and finding other means of disposing of their waste, either through kerbside bins, impacting on the excellent recycling rate, or through fly-tipping. They are also concerned that Drayton HWRC is not large enough to cope with the increased number of residents using it if Stanford and Oakley Wood were to close. They have requested that OCC investigate charging for entry further and continue discussions with other stakeholders to see if partnering could help to keep sites open.
- West Oxfordshire believed that residents should not have a total journey time in excess of one hour to deposit their waste and that the closure of Dix Pit would over double journey times for some residents increasing the costs and carbon impact of journeys. WODC also believe that the loss of an HWRC will result in an increase in fly-tipping which will increase costs of enforcement and clean-up paid by the district council. They would support a reduction in opening hours in order to maximise the number of HWRCs that could be provided and have urged OCC to lobby to enable charging for entry and continue to investigate alternative options to closures.

Responses from other organisations

A number of responses were received from representatives of town and parish councils, and residents associations. Those who provided full details and indicated that they were willing for their participation in the consultation to be made public are detailed below:

Abingdon-on-Thames Town Council	Kidmore End Parish Council
Adderbury Parish Council	Kingston Bagpuize with Southmoor Parish Council
Aston, Cote, Shifford & Chimney Parish Council	Kingston Lisle Parish Council
Bampton Parish Council	Kirtlington Parish Council
Banbury Calthorpe / Banbury Ruscote	Letcombe Regis Parish Council
Berinsfield Parish Council	Little Wittenham Parish
Bicester Town Council	Longcot Parish Church Council
Binfield Heath Parish Council	Longcot Parish Council
Blewbury Parish Council	Mapledurham Parish Council
Brightwell-cum-Sotwell community website	Marcham Parish Council
Brightwell-cum-Sotwell Parish Council	Middelton Stoney Parish Council
Brize Norton Parish Council	Milton Parish Council
Buckland Parish Council	Nettlebed and District Commons Conservators
Cassington Parish Council	Nettlebed Parish Council
Charlbury Town Council	
Charney Bassett PC.	Nuffield Parish Council
Checkendon Parish Council	Parish Councillor for Eye & Dunsden
Chilton Parish Council	Radley Ward Parish Council
Cholsey Parish Council	Representing: South Newington, Hook Norton, Wiggington, Sibford Ferris, Sibford Gower, Epwell, Swalcliffe, Lower & Upper Tadmarton, Broughton, North Newington, Shutford, Shenington with Alkerton, Wroxton, Balscote, Drayton, Hornton, Horley, Hanwell, Great & Little Bourton. Mollington, Claydon with Clattercote, Mollington, Williamscoote and Lower & Upper Wardington.
Combe Parish Council	Rotherfield Greys Parish Council
Compton Beauchamp Parish	Rotherfield Peppard Parish Council
Crowmarsh Parish Council	Salford Parish Council
Director CPRE Oxfordshire.	Shenington with Alkerton Parish Council
Stanton Harcourt, Standlake and Aston	Shrivenham Parish Council
Dorchester-on-Thames	Shutford Parish Council.
Drayton Parish Council	Sibford Ferris Parish Council
Drayton St Leonard Parish Council	Sonning Common Parish Council
East Challow Parish Council	Sonning Common Residents Association
East Hanney Parish Council	South Leigh Parish Council
Enstone Parish Council	South Oxfordshire Sustainability and Sustainable Wallingford
Eye & Dunsden PC	South Oxfordshire Sustainability waste group
Faringdon East Neighbourhood Action Group	Sparsholt Parish Council
Faringdon residents	St Michael's Catholic Church, Sonning Common
Farringdon Town Council	Standlake Parish Council
Filkins & Broughton Pogg Parish Council	Stanford in the Vale Neighbourhood Plan Steering Committee
Finmere Parish Council	Stanford in the Vale Parish Council
Fringford Parish Council	Stanton St John Parish Council
Fritwell Parish Council	Stonesfield Parish Council
Gosford and Water Eaton Parish council	Sutton Courtenay Parish Council

Hampton Gay and Poyle Parish Council	Swyncombe Parish Council
Harpsden Parish Council	The Bix & Assendon Parish Council
Henley and Mapledurham district	Uffington Parish Council
Henley on Thames Town Council	Upton Parish Council
Highmoor Parish Council	Wallingford Town Council
Hinton Waldrist Parish Council	Wantage town council
Horley Parish Council	Watlington Parish Council
Horspath, Berinsfield Parish Council	Wheatley Parish Council
Huntercombe Residents' Association	Witney Town Council
Iffley Fields Residents Association	Woodcote Parish Council
Ipsden Parish Council	Woodcote Village Green Committee and Woodcote Village Hall
	Wroxton & Balscote Parish Council