

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

MINUTES of the meeting held on Friday, 28 October 2011 commencing at 9.30 am and finishing at 11.10 am

Present:

Voting Members: Councillor Lorraine Lindsay-Gale – in the Chair
Councillor David Dodds
Councillor David Harvey
Councillor James Macnamara
Councillor John Tanner
Councillor Reg Waite

Officers:

Whole of meeting Andrew Pau and Julie Dean – Oxfordshire County Council;
Wayne Lewis and Paul Mocroft – Oxfordshire Waste Partnership;
Peter Dobson - Oxford City Council;
Ed Potter – Cherwell District Council;
Matt Prosser – South Oxfordshire and Vale of White Horse District Councils;
Trevor Askew – West Oxfordshire District Council;
Lee Horrocks – Environment Agency.

Part of meeting Susie Ohlenschlager and Nick King – Oxfordshire County Council.

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

ENVIRONMENT PARTNERSHIP MATTERS

59/11 APOLOGIES FOR ABSENCE AND NOTIFICATION OF DEPUTY MEMBERS

(Agenda No. 1)

An apology was received from Linda Watson, Oxfordshire Rural Community Council.

60/11 DECLARATION OF INTEREST - SEE GUIDANCE NOTE

(Agenda No. 2)

There were no declarations of interest.

61/11 MINUTES

(Agenda No. 3)

The Minutes of the 24 June 2011 meeting of the Environment Partnership were approved and signed (Minute Numbers 39/11 to 43/11).

62/11 COMPLETION OF LAA2 CLIMATE CHANGE TARGETS

(Agenda No. 4)

The Environment Committee considered a report which evaluated the programme of work in relation to the two Climate Change targets (NI188, Adapting to Climate Change; and NI185, Reducing Carbon Emissions from LA Operations) which formed part of the LAA2 (Local Area Agreement).

The Committee noted that there were no reporting requirements for the above two targets, following their withdrawal by the Government last year. However, Oxfordshire Local Authorities have agreed, as far as possible, to complete and evaluate the programme of work they developed for these indicators.

Nick King, Carbon Programme Manager, Oxfordshire County Council, joined the Committee, alongside Susie Ohlenschlager, in order to respond to questions.

Members of the Committee debated what might be the role for this Committee in terms of keeping the momentum going and the type of reporting which would be necessary to support this.

It was **AGREED** to:

- (a) note the progress and achievements highlighted in the report;
- (b) continue to support the energy/carbon reduction and climate change adaptation work within each organisation and to request the officers to develop a form of reporting to Committee members in light of the wish to encourage each other and to share good practice; and
- (c) request that the Minerals and Waste Plan be brought to the next meeting.

JOINT ENVIRONMENT PARTNERSHIP AND OXFORDSHIRE WASTE PARTNERSHIP MATTERS

63/11 PETITIONS AND ADDRESSES

(Agenda No. 5)

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

OXFORDSHIRE WASTE PARTNERSHIP JOINT COMMITTEE MATTERS

64/11 APOLOGIES FOR ABSENCE AND NOTIFICATION OF DEPUTY MEMBERS

(Agenda No. 6)

There were no apologies for absence.

65/11 DECLARATIONS OF INTEREST - SEE GUIDANCE NOTE

(Agenda No. 7)

There were no declarations of interest from members of the Oxfordshire Waste Partnership. However officer Paul Mcroft (Oxfordshire Waste Partnership, Cherwell District Council) declared his intention to leave the room for the duration of discussion in relation to Agenda Item 10.

66/11 MINUTES

(Agenda No. 8)

The Minutes of the Oxfordshire Waste Partnership meetings held on 24 June 2011 (Minute 44/11 to Minute 55/11) and 23 September 2011 were approved and signed.

67/11 OWP SOCIAL MEDIA STRATEGY AND GUIDELINES

(Agenda No. 9)

The OWP considered a report (OWP9) which sought approval of a draft Strategy for the use of social media, such as 'Twitter' and 'You Tube' in order to promote sustainable waste management messages and to set out some guidelines for application users.

It was reported that representatives from Cherwell District Council had addressed a conference recently on the merits for local authorities of the use of social media and their success in doing so. Members of the Partnership made a number of suggestions with regard to how the Strategy could be improved and tightened.

The OWP **AGREED** to:

- (a) approve the draft OWP Social Media Strategy with the addition of a section for use during emergencies such as inclement weather;
- (b) approve the social media guidelines for application users, with tighter guidelines on control and style; and
- (c) request the officers to submit a report on progress in 6 months time.

68/11 OWP BUDGET SETTING 2012/13

(Agenda No. 10)

A draft budget for 2012/13 – 2014/15 was presented at OWP9.

Paul Mcroft left the room whilst this item was considered.

The OWP **AGREED** to:

- (a) approve the budget presented at Appendix 1 of the report OWP10 and to agree the Partner Council contributions for 2012/13 as set out in Appendix 1; and
- (b) request Cherwell District Council to extend the Contract of Employment for the OWP Communications Officer's post and to make it permanent.

69/11 FINANCIAL ARRANGEMENTS

(Agenda No. 11)

The Partnership had before them an update on financial arrangements payments for the year to date (OWP11).

The OWP **AGREED** to note the financial arrangements payments for the year to date.

70/11 PROCUREMENT OF ENVIRONMENTAL EDUCATION SERVICE

(Agenda No. 12)

The Partnership had before them an update on the procurement of the Environmental Education Service (OWP12). This contract was considered at the 23 September 2011 meeting.

The OWP **AGREED** to note the update.

71/11 PERFORMANCE MONITORING - SECOND QUARTER 2011/12

(Agenda No. 13)

The Partnership had before them a quarterly update on the performance of the Oxfordshire Waste Partnership.

Councillor David Dodds brought the attention of the Partnership to an increase in incidents of fly tipping of builders rubble in the south of the County.

The OWP **AGREED** to note the update and agree that actions 4.2 and 5.3 within the annual action plan be closed.

72/11 WASTE TREATMENT PROJECT UPDATE

(Agenda No. 14)

The Partnership had before them an update on the progress of the Residual Waste Treatment Procurement project (OWP14).

The Waste Partnership noted the report and demonstrated support for the Residual Waste Treatment Procurement Project and the Bulking and Haulage Contract.

The OWP **AGREED** to demonstrate support for the Residual Treatment project and for the Bulking and Haulage contract.

NB: Representatives of Oxford City Council and Cherwell District Council noted the update .

73/11 FINANCIAL INCENTIVES FOR WEEKLY BIN COLLECTIONS

(Agenda No. 15)

The Waste Partnership had before them a report (OWP15) which set out details of the announcement made by the Department for Communities & Local Government (DCLG) making the sum of £250m available for those authorities wishing to maintain or return to weekly refuse collections.

Following some discussion it was **AGREED** that further information be sought on the detailed requirements of the fund and to write to the DCLG:

- Setting out the waste reduction and recycling achievements of Oxfordshire Councils following the Alternate Weekly Collections (AWC);
- Suggesting that funding be provided for increasing the quality and/or frequency of recycling and composting collection services rather than refuse collection services;
- Requesting that the remit of the fund be extended to the increase the collection frequency of other waste streams such as food waste or recyclables; and
- A copy of the letter be sent to the Prime Minister.

74/11 EXTERNAL AUDIT FINDINGS - 2010/11

(Agenda No. 16)

The Oxfordshire Waste Partnership completes an annual return to the Audit Commission summarising activities at the end of each financial year. This report (OWP16) detailed the Audit Commission findings on the Partnership's Annual Return for 2010/11 and set out some suggested responses for consideration.

The OWP **AGREED** to:

- (a) agree the responses as set out in the report OWP16, but in the meantime follow up the requests made for further clarification and to challenge if the officers deem it appropriate to do so; and
- (b) following (a) above, publish the a notice of conclusion of audit.

..... in the Chair

Date of signing 2010