

Appendix 1b – Action plan (Annex A)

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

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4. Partnership Councils to lead Oxfordshire by example by reduction, reuse and recycling of wastes from their own activities	<p>Explore options for reuse of surplus office equipment and furniture.</p> <p>Review opportunities for waste reduction, reuse and recycling.</p> <p>Review education/awareness programme for staff and building users.</p> <p>Work with other council departments to ensure site waste management plans in place for all major building works.</p>	<p>Reduced disposal costs.</p> <p>Reduced procurement costs.</p> <p>Case studies to share with local businesses.</p> <p>Engaged staff able to work effectively and reduce the impact on the environment.</p> <p>Reduced waste arisings from our construction activities.</p>	<p>Good quality data for monitoring and evaluation.</p> <p>Officer time.</p>	<p>Increased management costs.</p> <p>Negative press.</p>	Ongoing.	<p>OWP</p> <p>Individual Partner Councils.</p>
5. OWP partners will aim to reduce the carbon impact of our activities.	Use carbon accounting to measure both the embodied carbon and carbon emissions resulting from our work.	<p>Mitigate the impacts of climate change.</p> <p>Contribute to the Oxfordshire 2030 targets.</p>	<p>Good quality data for monitoring and evaluation.</p> <p>Officer time.</p> <p>Investment in analytical software.</p>	<p>Lack of funding available.</p> <p>Not reaching carbon reduction targets.</p>	Monitoring software in place by October 2012.	<p>OWP</p> <p>Environment Partnership.</p>

Waste Prevention and Reuse:

Policy 3+ 5: Oxfordshire Waste Partnership will implement the Waste Prevention Strategy in order to reduce the amount of household waste collected by a total of 130,000 tonnes between 2010 and 2020 (based on 2009/10 baseline).

Policy 4: Oxfordshire Waste Partnership will encourage the controlled reuse and reclamation of items through the provision of advice and appropriate services.

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

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

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8. Maintain the Environmental Education programme to engage with school children in their local community.	Work with the Environment and Climate Change team to monitor the joint energy and waste contract for schools.	Reduced MSW arisings. Behaviour change amongst children and their families. Increased recycling rate.	Partnership funding of £80,000pa. Officer time. Corporate sponsorship and engagement also to be sought.	Lack of interest and commitment from local businesses.	Contract in place until October 2013.	OWP OCC Environment and Climate Change team.
9. Continue to develop recycling-on-the-go facilities including on street recycling bins and recycling facilities at public events.	Continue to roll out and increase the provision of on street recycling containers. Provide advice, information and services to organisers of public events.	Increased recycling rate. Reduced littering.	Funding for new bins. Public events recycling to be self funding.	Contamination of recycle.	Ongoing.	District councils.

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<p>10. Develop consistent enforcement policies and joint communications campaigns on controlling waste and local environmental quality (LEQ) issues.</p>	<p>Implement coordinated enforcement plans and policies to maintain local environmental quality issues, control waste and manage trade waste abuse.</p> <p>Implement joint communications campaigns to deter illegal activity and promote positive environmental behaviours.</p> <p>Information sharing to reduce cross border issues and identify larger scale activity.</p>	<p>Prevention of trade waste abuse and fly-tipping.</p> <p>Cleaner streets.</p> <p>Pooled resources to achieve more successful enforcement outcomes.</p> <p>Increased awareness/high levels of compliance of duty of care and waste carriers registration.</p> <p>Reduction in the amount of trade waste in the household waste stream.</p>	<p>Officer time.</p> <p>Funding for communications campaigns promoting awareness and compliance.</p> <p>Continued funding to Implement enforcement activity.</p> <p>Covert surveillance Equipment.</p>	<p>Failure to reach target audience.</p> <p>Activities fail to influence waste levels and LEQ and do not prove value for money.</p> <p>Lack of support from magistrates in local courts to prosecute offenders.</p> <p>Lack of support from local private land owners and highways authority.</p> <p>Continued trade waste abuse of the household waste stream.</p>	<p>Annual communications plan to be agreed by March each year.</p> <p>Current enforcement policies to be reviewed and aligned by March 2013.</p>	<p>OWP</p> <p>Partner councils.</p>

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<p>Recycling and Composting: Policy 6: Oxfordshire Waste Partnership will aim to: Recycle or compost 60% of household waste by 31st March 2015; Recycle or compost 65% of household waste by 31st March 2020 Recycle or compost 70% of household waste by 31st March 2025.</p> <p>Policy 7: The Oxfordshire Waste Partnership will ensure that recycling facilities and services are available to all residents.</p> <p>Policy 8: Oxfordshire Waste Partnership will encourage businesses to separate waste for recycling collections by providing targeted information and awareness raising.</p> <p>Policy 13: The Oxfordshire Waste Partnership will assist the development of local markets for recovered materials.</p>						
11. Ensure high participation, with low contamination levels, in kerbside collection schemes to deliver Policy 6.	Continue to investigate and include additional materials into the kerbside schemes. Promote recycling of existing materials. Promote services through community engagement and distribution of communications materials. Develop and implement targeted communications campaigns to reduce contamination levels and increase capture rates.	Increased recycling. Community engagement and support. Policy 6 targets delivered to deadlines.	Officer time. Support from communications teams and collections contractors.	Actions are not sufficient to deliver policy 6 targets. Participation levels do not increase. Contamination levels increase.	In line with Policy 6 targets.	OWP. Partner Councils.

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12. Increase roll out of recycling schemes so that all flats and households in the county have access to the full range of services.	Work with the community and contractors to extend collections.	Reduced residual waste arisings. Increased recycling from flats.	Officer time. Funding.	Low participation. Contamination levels increase. Activities fail to influence recycling levels and do not prove value for money.	March 2014.	OWP.
13. Implement the HWRC strategy, locating sites nearer to centres of large population.	OCC to implement strategy at appropriate sites, aiming to increase the number of materials collected for reuse, and recycling. Open Kidlington – Autumn 2012. Refurbish Redbridge – Winter 2012/13. Close Ardley – Autumn 2013. Open site south of Banbury – Winter 2014. Close Alkerton - Winter 2014. Close Stanford – Winter 2014.	Increased reuse levels. Increased commercial waste provision. Decreased contamination. Cost savings.	Officer time. Funding for new sites.	Reduced public engagement where sites have closed. Recycling rates reduce.	Completed by 2015.	OWP OCC

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<p>14. OWP will provide targeted advice to businesses on waste reduction and recycling. External funding will be sought to increase the opportunities available to Oxfordshire businesses.</p>	<p>Develop action and communications plan to engage with business.</p> <p>Dedicated commercial waste Reduction officer to provide advice to businesses.</p> <p>External funding will be sought from a variety of sources to help business and contribute to pilot projects.</p>	<p>Reduced business waste increasing resilience of local businesses.</p> <p>Increased business compliance with legislation resulting in reduced trade waste abuse and fly tipping.</p>	<p>Funding.</p> <p>Officer time.</p>	<p>Reduced availability of external funding.</p> <p>Failure to engage with businesses.</p>	<p>Ongoing.</p>	<p>OWP</p>
<p>15. OWP will provide targeted and specific advice to residents regarding their recycling services, particularly to low-performing areas and will continue to encourage residents to use recycling services, at the kerbside, bring banks and the Household Waste Recycling Centres (HWRCs).</p>	<p>Develop and implement appropriate education, materials and communications programmes.</p>	<p>Reduced MSW arisings.</p> <p>Increased recycling.</p> <p>Decreased contamination.</p>	<p>Officer time.</p> <p>Continued OWP funding for communications plan.</p>	<p>Participation does not increase.</p>	<p>Annual communications plan to be agreed by March each year.</p> <p>Education contract in place until October 2013.</p>	<p>OWP</p>

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16. OWP will aim to source local reproprocessors for recycle to reduce the distance that our waste has to travel.	<p>Include travel distance in procurement criteria and invite local reproprocessors to tender for our business.</p> <p>When identifying new material streams to recycle, the ability of the local market to accept them will be considered.</p>	<p>Reduced travelling distance and associated emissions for recycle.</p> <p>Increased recycling rates.</p> <p>Potentially improved local business economy.</p>	<p>Officer time.</p> <p>Support from procurement team.</p> <p>Sign up from district councils.</p>	<p>No local businesses available to accept material.</p> <p>Local businesses not able to meet other procurement criteria.</p> <p>Materials tied into long term contracts, limiting flexibility to explore new markets.</p>	Ongoing.	OWP

Residual waste and sustainable waste management

Policy 9 + 10: "Oxfordshire Waste Partnership will provide a system for recovering value from residual waste in order to minimise the amount sent to landfill. OWP seek to landfill less than 5% of its non recyclable waste from 2015 onwards."

Policy 11: The Oxfordshire Waste Partnership will seek to provide waste management services for specialised, potentially polluting material streams such as hazardous waste and waste electrical and electronic equipment, which meet and exceed legislative requirements.

Policy 12: The Oxfordshire Waste Partnership, working with the Waste Planning Authority, will ensure that waste facilities are suitably sized and distributed with the aim of minimising the transport of waste. Facilities will be well related to areas of the population, given the environmental and amenity constraints, and the availability of suitable sites.

Policy 14: The Oxfordshire Waste Partnership will develop methods of working together to improve the level of service through effective and efficient use of resources within Oxfordshire.

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17. Successful construction and commissioning of the residual waste treatment facility.	<p>Work with contractors to ensure build programme proceeds as planned.</p> <p>Work with District councils to ensure bulking and haulage arrangements are in place for start of EFW contract.</p>	<p>EFW facility ready on time to reduce amount of waste sent to landfill and associated cost implications.</p> <p>Energy generation to power up to 38000 homes.</p> <p>Bulking and haulage arrangements reduce the emissions associated with waste transport.</p>	Officer time.	<p>Delay to construction means waste is not diverted from landfill as soon as planned resulting in increased costs.</p> <p>Delay to bulking and haulage arrangements reduces efficiency of collection rounds.</p>	Summer 2014.	<p>OCC</p> <p>Partner councils.</p>
<p>18. Ensure waste reduction, reuse, recycling & composting, services and programmes are fully implemented so that only unrecyclable waste is sent for processing in EFW.</p> <p>Reduce untreated waste to landfill to less than 5%.</p>	<p>Work with contractors to identify materials that cannot be processed and target these for recycling.</p> <p>Work with residents to maximise recycling and reduce residual waste.</p>	<p>Increased recycling rates.</p> <p>Maximise energy recovered from residual waste.</p> <p>Reduced reliance on landfill.</p>	<p>Officer time.</p> <p>OWP budget for communications plan.</p>	Limited reprocessing facilities for non-processable materials.	To be in place by 2014.	OWP
19. Ensure that waste facilities are procured in accordance with the Minerals and Waste Development Framework.	Consult with relevant officers during the procurement and planning process.	Successful procurement and construction of waste facilities.	<p>Funding.</p> <p>Officer time.</p>	<p>Delay in development of facilities.</p> <p>Non compliance with strategies.</p>	Ongoing.	OWP

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20. Promote sustainable waste management, including appropriate disposal routes for specialised materials.	<p>Ensure adequate disposal methods are available to the community for wastes produced.</p> <p>Develop action and communications plan to ensure a sustainable approach to the disposal of hazardous and specialised waste.</p>	<p>Decrease in the amount of hazardous waste being incorrectly disposed of.</p> <p>Reduced environmental impact of managing hazardous wastes.</p>	<p>Funding for ongoing monitoring and communications plan.</p> <p>Officer time.</p>	<p>Increased costs due to incorrect disposal route.</p> <p>Non compliance with legislation.</p>	<p>Communications action plan to be agreed by March each year.</p>	<p>OWP</p> <p>OCC</p>
21. Explore options for development of stronger partnership working opportunities.	<p>Investigate the options available and associated cost benefits of different models.</p>	<p>Stronger partnership working resulting in greater efficiencies.</p>	<p>Officer time.</p> <p>Partner agreement.</p>	<p>Failure to reach agreement.</p> <p>Cost savings not realised.</p>	<p>March 2015.</p>	<p>OWP</p>