

OXFORDSHIRE WASTE PARTNERSHIP JOINT COMMITTEE

Friday 27th March 2009

Present: The Chair (Councillor John Tanner, Oxford City Council), the Vice-Chair (Councillor Roger Belson, Oxfordshire County Council), Councillors David Dodds (South Oxfordshire District Council), Jenny Hannaby (Vale of White Horse District Council), David Harvey (West Oxfordshire District Council) and George Reynolds (Cherwell District Council).

Officers Present: Wayne Lewis (Oxfordshire Waste Partnership Co-ordinator), Carolyn Baxter (Oxfordshire County Council), Steve Bishop (Vale of White Horse District and South Oxfordshire District Councils), Hannah Bishop (Oxfordshire Waste Partnership), Ed Potter (Cherwell District Council), Tim Sadler (Oxford City Council), Olly Scholefield (West Oxfordshire District Council).

William Reed (Clerk to the Committee, Oxford City Council)

ACTION

49. MINUTES

- (1) The Committee confirmed as a correct record the minute of its meeting held on 16th January 2009.
- (2) Arising from minute 44 (NEW INITIATIVES FUND PROJECTS – UPDATE) The Chair proposed a change to arrangements for agreeing New Initiatives Fund bids. Instead of the Chair, in liaison with the Co-ordinator, being authorised to determine NIF bids, and there then being a period for objection or “call-in” by members of the joint Committee, he suggested that where bids exceeded a certain financial limit, they should be determined by the Committee and not by the Chair.

The Committee resolved:-

- (1) That New Initiatives Fund bids below £50,000 should continue to be determined by the Chair in consultation with the Co-ordinator, with a period allowed for “call-in”

by members of the Committee;

- (2) That for New Initiatives Fund bids of £50,000 and above, the decision to support them or otherwise should be taken by the Committee except where there was an urgent need for a decision and there was no convenient Committee meeting, in which case the arrangements referred to in resolution (1) should be followed.

50. APOLOGIES FOR ABSENCE AND NOTIFICATION OF DEPUTY MEMBERS

There were two officer apologies for absence, namely Colin Bailey (Oxford City Council) and Cath James (West Oxfordshire District Council). Tim Sadler and Olly Scholefield attended as their respective substitutes.

51. ADDITIONAL URGENT ITEMS

There were no additional urgent items for certification as urgent business and discussion at the meeting.

52. DECLARATIONS OF INTEREST

Councillor George Reynolds declared a personal interest in minute 57(c) (Procurement Updates – Residual Waste Treatment) insofar as it related to the planning applications for a residual waste treatment facility because he was a member of the County Council's Planning and Regulation Committee that would determine the applications.

53. PETITIONS AND ADDRESSES

There were no petitions or addresses to the Committee.

54. OXFORDSHIRE PUBLIC SERVICE BOARD – THEMATIC PARTNERSHIPS – MERGER OF WASTE AND ENVIRONMENTAL PARTNERSHIP

The Committee consider a report (previously circulated and

now appended) prepared by the Oxfordshire Waste Partnership Co-Ordinator.

Robin Buxton (Chair, Environment Partnership) and Paul James (Partnership Manager, Oxfordshire County Council) were present to assist the Committee's consideration of the item.

Robin Buxton said that he supported discussions taking place between the Waste Partnership Co-ordinator and the support officers for the Environment Partnership about the best methods of future working.

Paul James explained the background to the decision to establish new thematic partnership arrangements.

The Clerk to the Committee said that the Waste Partnership governance arrangements were perhaps untypical of the arrangements for the other partnerships in that the governance arrangements took the form of an Agreement signed by each partner authority and a formally established committee. The Co-ordinator and himself would be meeting County Performance Management staff next week to discuss future arrangements. It might be necessary for a special meeting to take place to reach decisions on the new arrangements.

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The Committee resolved to ask the Co-ordinator and the Chair to work with colleagues within the Environment Partnership and the Partnerships Unit of the Oxfordshire County Council to develop options for close working between the Oxfordshire Waste Partnership and the Environment Partnership and that these options should be considered at the next Committee meeting on 10th July 2009 unless an earlier meeting was necessary.

WL
CHAIR

55. LOCAL AREA AGREEMENT 1 – REWARD GRANT FUNDING BID

The Committee considered a report (previously circulated and now appended) prepared by the Oxfordshire Waste Partnership Co-ordinator.

Paul James (Partnerships Manager, Oxfordshire County Council) elaborated on paragraph 2.2 of the report. He said that the LAA Steering Group would next week meet and issue criteria and details of process for dealing with bids and this might include the need to submit refocused bids. The Public Service Board would be considering bids at its meeting on 10th June.

The Committee resolved:-

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| (1) | To ask that the criteria and process for bids to the Public Service Board on 10 th June be made available to all members of the Committee and to its support officers as soon as they were issued; | WL
COUNTY |
| (2) | That if the bid to fund new food waste collections and treatment remained eligible under the new criteria the Chair in liaison with the Co-ordinator be authorised to refine and refocus the bid as necessary and submit it for determination. | WL
CHAIR |

56. NEW FINANCIAL ARRANGEMENTS – TESTING AND 2009/10 TARGET SETTING

The Committee considered a report (previously circulated and now appended) prepared by the Oxfordshire Waste Partnership Co-ordinator.

The Committee resolved:-

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| (1) | To note:-

(a) the results of the first nine months of the testing phase;

(b) that the 2009/10 value of recycling credit and residual waste reduction incentive/penalty were £40.60 and £20.30 respectively;

(c) that the tonnage targets for 2009/10 as set out in Appendix 3 to the report be noted (on the understanding that these might need to be amended slightly once 20089/09 outturn waste arisings and the number of households were confirmed); | |
| (2) | That from 1 st April 2009 the monthly profiling method be used to measure performance and raise payments; | WL |
| (3) | That the definition of household waste set in Appendix 4 be used; | |
| (4) | To publish a timetable for the year end adjustments | WL |

and closedown of accounts.

57. PROCUREMENT UPDATES

(a) Food and Garden Waste Treatment

The Committee considered a report (previously circulated and now appended) prepared by Carolyn Baxter (Oxfordshire County Council).

A presentation was made to the Committee by Agrivert, the County Council's food waste treatment contractors.

The Committee resolved:-

- (1) (a) to note and support progress on the food waste treatment procurement project;
- (b) to note that, apart from some minor issues, the food waste delivery agreement was ready to be signed by each partner authority;
- (2) That project reports should continue to feature on the Committee's agenda as a standing item; CBAX
- (3) With reference to minute 55 (LOCAL AREA AGREEMENT 1 – REWARD GRANT FUNDING BID), to record that the Public Service Board bid needed to be determined as soon as possible so that arrangements could proceed or alternative funding be considered.

(b) Waste Collection and Joint Procurement

The Committee considered a report (previously circulated and now appended) prepared by Jane Lubbock (Oxford City Council)

The Committee resolved to ask that the matter appear on the agenda of future meetings as a standing item. OCC
WODC

(c) Residual Waste Treatment

The Committee considered a report (previously

circulated and now appended) prepared by Andrew Pau (Oxfordshire County Council).

The Committee resolved to note and support the progress made on the procurement of residual waste treatment.

58. MONITORING PROGRESS

The Committee considered a report (previously circulated and now appended) prepared by the Oxfordshire Waste Partnership Co-ordinator. The Co-ordinator pointed to two amendments to the report, namely:-

- Paragraph 2.8 – delete “and fly tipping” in line 3
- Table 7 – at NI 191, delete 730kg and replace it with 725kg

The Committee resolved:-

- (1) To note the contents of the report;
 - (2) To ask for a full report from the Vale of White Horse District Council to the next ordinary meeting of the Committee on its detritus collection performance (paragraph 2.6 of the report refers).
- VWHDC

59. HOUSEHOLD WASTE AND CHARITY WASTE

The Committee considered a report (previously circulated and now appended) prepared by the Carolyn Baxter (Oxfordshire County Council)

The Committee resolved:-

- (1) That as from 1st April 2009:-
 - (a) Policies be changed to accept charity waste (except educational establishment waste) as household waste (meaning that disposal costs would no longer be levied on charities);
 - (b) That encouraging waste minimisation and recycling should be a priority;
- ALL
OXON
DCs

- (c) That officer groups work to ensure a co-ordinated and consistent change in policy;
 - (d) Schools waste and other educational establishment waste be considered at the next Committee meeting; CBAX
- (2) To record that in deciding as set out in resolution (1) above, the Committee considered that it had taken reasonable and responsible steps to comply with DEFRA's interpretation of the law.

60. FAST ROAD CLEANING AND WEED SPRAYING

The Committee considered a report (previously circulated and now appended) prepared by Hannah Bishop (Oxfordshire County Council).

The Committee resolved:-

- (1) To note recent progress on improved communication and on a one-off clean of the Oxford ring-road;
- (2) That an option for contracting out litter clearance along fast roads be brought back to a future meeting together with an option for including waste collection authority litter picking within planned lane closures. HB

61. OXFORDSHIRE WASTE PARTNERSHIP EXTERNAL AUDIT – 2007/08

The Committee considered a report (previously circulated and now appended) prepared by the Oxfordshire Waste Partnership Co-ordinator.

The Committee resolved:-

- (1) To note that the Annual Return had been submitted to the Audit Commission's appointed auditors and that the audit had been completed in qualified form;
- (2) In relation to the qualification, that:-
 - (a) The risk assessment already introduced should continue to be managed by the Officer Strategy Group and that the quarterly reporting of the WL

high level risks to the Committee should continue;

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| (b) | The Vale of White Horse District Council, as the current auditing authority for the Oxfordshire Waste Partnership, be asked to review the Partnership's approach to risk management as part of the 2008/09 internal audit; | VWHDC |
| (c) | Oxfordshire County Council as the accounting authority for the Oxfordshire Waste Partnership should ensure an annual review of the Partnerships internal audit and that the review be minuted each year by the Committee; | OXONCC |
| (d) | The budget monitoring statements included within the quarterly performance monitoring reports received by the Committee continue to be presented in that way; | |
| (e) | The annual Statement of Accounts and the governance statements submitted to the auditors appointed by the Audit Commission (currently BDO Stoy Hayward) be brought to the Committee each year for approval and sign off before submission. | WL |

62. DATE OF NEXT MEETING

The Committee noted that it would next meet at 9.30 a.m. on Friday 10th July 2009.

The meeting commenced at 9.30 am and closed at 11.02 am.