

**OXFORDSHIRE WASTE PARTNERSHIP  
JOINT COMMITTEE**

**SUMMARY OF DECISIONS TAKEN AT THE MEETING OF THE JOINT  
COMMITTEE HELD ON 11<sup>TH</sup> JULY 2008**

1. Date of publication of Summary – 11<sup>th</sup> July 2008.
  
2. The agenda and the reports upon which the Committee's decisions are based are available to view on each Partner Authority's website or from the Clerk to the Committee at the address below.
  
3. Call In procedure – each Partner Authority is required by the Partnership Agreement to publish the Committee's decisions within two days of the receipt of this decision sheet (ie by 14<sup>th</sup> July) and the decision sheet itself must be notified to Partner Authorities within five working days of the Committee meeting. Any call in request must be made to the administration of individual Partner Authorities within five days of publication (ie by 21<sup>st</sup> July). Partner Authorities must notify the Host Authority immediately of any call in.

**William Reed  
Clerk to the Committee  
Oxford City Council  
Town Hall  
Blue Boar Street  
OXFORD  
OX1 4EY**

**Tel: 01865 252230  
Email: [wreed@oxford.gov.uk](mailto:wreed@oxford.gov.uk)**

# OXFORDSHIRE WASTE PARTNERSHIP

FRIDAY 11<sup>TH</sup> JULY 2008

## SUMMARY OF DECISIONS

<b>AGENDA ITEM</b>	<b>RECOMMENDATION(S) FROM THE AGENDA</b>	<b>DECISION(S)</b>
<b>1. Election of Chair</b>		Councillor John Tanner (Oxford City Council)
<b>2. Election of Vice Chair</b>		Councillor Roger Belson (Oxfordshire County Council)
<b>3. Responsibilities of the Joint Committee</b>		Noted
<b>4. Role of Committee Members</b>		Noted
<b>5. Dates of Meetings 2008/09 – 2009/10</b>		Agreed the following:- 24 <sup>th</sup> October 2008 16 <sup>th</sup> January 2009 27 <sup>th</sup> March 2009 10 <sup>th</sup> July 2009 23 <sup>rd</sup> October 2009 15 <sup>th</sup> January 2010 26 <sup>th</sup> March 2010
<b>6. Minutes</b>		Agreed minutes of 29 <sup>th</sup> February 2009 as a correct record subject to the fifth paragraph of minute 258 (Food Waste Treatment Contract Update) saying that the agreements developed would be brought back to the

		OWP before being finalised.  The matter of delivery points and excess mileage payments would also be discussed at the next meeting.
<b>7. Apologies and Substitutions</b>		None
<b>8. Additional Urgent Items</b>		None
<b>9. Declarations of Interest</b>		None
<b>10. Annual Report</b>	<p>(a) To agree the report and refer it to the Leaders' Group and to the Chief Executives' Group</p> <p>(b) That underspends of £41,206 (LAA pump priming) and £19,665 (Recycle for Oxfordshire Campaign) be carried forward and used for those purposes.</p> <p>(c) That the underspend balance (£20,567) be placed in reserve.</p>	<p>Agreed the recommendations.</p> <p>Agreed the finance summary (Statement of Accounts) in the Annual Report.</p>
<b>11. Local Area Agreement</b>	To note the progress report	To look again at the detritus target (given that there was no reward for achievement)

		in six months time.
<b>12 Procurement Updates</b>		
<b>(a) Food and Garden Waste Treatment</b>	To note progress on the project	<p>Districts expressed minuted concerns about continued lack of certainty or clarity about timescales generally and about the length of time interim arrangements might need to apply, and asked the County to progress matters to certainty stage as soon as possible.</p> <p>To note that all members of the OWP would be advised of the outcome of officer discussions concerning the preferred bidder by the end of July.</p> <p>A special meeting of the OWP would be held on the matter if necessary.</p>
<b>(b) Waste Collection Joint Procurement</b>	To note progress on the project	Noted
<b>(c) Residual Waste Treatment</b>	To note progress on the project	Noted. Greater clarity/certainty on target dates in reports asked for in future such reports.
<b>13. Monitoring Progress</b>	<p>(a) To note the quarterly OWP monitoring details</p> <p>(b) To agree revised start dates for the</p>	<p>Agreed the recommendations.</p> <p>OWP Co-ordinator to circulate district/county/other</p>

	<p>anti litter campaign (September 2008 to coincide with a national anti litter event) and the fly tipping reduction campaign (April 2009) to coincide with and form part of the LAA2 action plan.</p>	<p>contact details for litter complaints.</p> <p>LAA2 target monitoring to be included in future reports.</p>
<p><b>14. Internal Audit Report 2007/08</b></p>	<p>(a) To accept the audit recommendations as follows:-</p> <ul style="list-style-type: none"> <li>i. That consideration be given to providing the OWP Co-ordinator with read only access to the relevant part of Oxfordshire County Council's (OCC) financial information system.</li> <li>ii. That the budget monitoring process be formalised to include diarised formal budget monitoring meetings for the whole financial year, that these be minuted and that monthly budget monitoring reports be provided to the OWP Co-ordinator</li> <li>iii. That a risk register be completed for the</li> </ul>	<p>Agreed the recommendations.</p> <p>OWP Co-ordinator to discuss with colleagues the establishment of a separate bank account for OWP transactions.</p>

	<p>OWP function as a whole.</p> <p>(b) To agree the management response as follows:-</p> <p>Recommendations ii and iii have been accepted by the OWP Coordinator and the Strategic Finance Manager at OCC. Budget monitoring meetings for the year have been diarised. A risk register has also been completed and key risks will be reported to the committee on a quarterly basis in future. Recommendation i has been agreed in principle whilst practicalities surrounding system access are assessed. It is felt that this recommendation may not be necessary if regular budget monitoring meetings are instead held.</p> <p>(c) To reappoint Vale of White Horse District Council as Auditing Authority for 2008/09</p>	
<p><b>15. Government Consultation – Joint Waste Authorities</b></p>	<p>To decide whether to submit an expression of interest to form a Joint Waste Authority</p>	<p>Not to submit an expression of interest.</p>
<p><b>16. Oxclean</b></p>	<p>The paper provided information on the Oxclean initiative.</p>	<p>Noted. City Council to run initiative again on 6-7 March 2009. Note interest of other partner authorities.</p>

<p><b>17. Radley Lakes</b></p>	<p>(a) Write to RWE npower to express support for the Save Radley Lakes Campaign</p> <p>(b) Write to the Government to commend the ideas in the paper attached to the report that suggested beneficial uses for pulverised fuel ash.</p>	<p>To take no action on the report.</p>
<p><b>18. Date of Next Meeting</b></p>	<p>Friday 24<sup>th</sup> October 2008 at 9.30 am in the Town Hall, Oxford</p>	<p>Agreed</p>
<p><b>19. “Wild Waste Show” Annual Report and Presentation</b></p>	<p>The paper and presentation provided information on the schools’ waste education and awareness programme.</p>	<p>Paper and presentation not given. Deferred to next meeting.</p>