

...Decisions... Decisions...



These notes indicate the decisions taken at these meetings and the officers responsible for taking the agreed action. For background documentation please refer to the agenda and supporting papers available on the Council's web site (www.oxfordshire.gov.uk.)

If you have a query please contact Julie Dean (julie.dean@oxfordshire.gov.uk; Tel: (01865) 815322)

OXFORDSHIRE WASTE PARTNERSHIP JOINT COMMITTEE (MEETING WITH THE OXFORDSHIRE ENVIRONMENT PARTNERSHIP) - FRIDAY, 23 JULY 2010

<i>RECOMMENDATIONS FROM THE AGENDA</i>	<i>DECISIONS</i>	<i>ACTION</i>
1. Appointment of Chairman for 2010/11 and 2011/12 (Committee member representing Oxfordshire County Council)	Councillor Ian Hudspeth (Oxfordshire County Council) was appointed as Chairman of the Environment Partnership for the following two years.	Julie Dean
2. Apologies for Absence and Notification of Deputy Members The Secretary to report on apologies for absence by Environment Partnership members and on the attendance by Deputy Members notified to her before the start of the meeting. (Contact Julie Dean (Tel: 01865 815322) to tender apologies and advise of attendance by the named Deputy Member).	Apologies were received from Councillor Jenny Hannaby, Cath James (West Oxfordshire District Council) and Steve Bishop (South Oxfordshire/Vale of White Horse District Councils)	Julie Dean
3. Declaration of Interest - see guidance note	There were no declarations of interest.	
4. Minutes To confirm as a correct record the Minutes of the meeting of the Oxfordshire Environment Partnership Committee (EP4) held on 26 March 2010. Please note that you are required to approve Minute EP1 – EP5 inclusive for the purposes of this item.	The Minutes of the meeting of the Oxfordshire Environment Partnership Committee held on 26 March 2010 were approved and signed as a correct record.	Julie Dean

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<p>5. Year End (2009/10) Report on LAA2 NI 188 Work and Plans for Coming Year</p> <p>9:40 am</p> <p>To report on self assessment of LAA2 target, NI 188: Adapting to Climate Change, 2009/10 (EP5)</p> <p>Appendix 1: Outline of progress for each Local Authority.</p>	<p>The Environment Partnership noted the Year End (2009/10) Report EP5 on LAA2 NI 188 Work and plans for the coming year, together with the outline of progress from each Local Authority (Appendix 1).</p>	<p>Susie Ohlenschla ger</p>
<p>6. Flooding</p> <p>9:50 am</p> <p>Chris Brown will give a presentation on work to date.</p>	<p>The Environment Partnership thanked Chris Brown for his report on work to date in relation to flooding.</p>	<p>Chris Brown</p>
<p>7. LAA1 Reward Grant Funded Programme</p> <p>10:05 am</p> <p>There will be an oral update on PSB discussion around the LAA1 reward grant funded programme, together with a discussion on how possible cuts will be managed.</p>	<p>The Environment Partnership thanked Susan Kent for her oral update on Public Service Board discussion around the LAA 1 reward grant funded programme. During the ensuing discussion it was noted that the project work would be scaled down, but was sustainable, albeit on a significantly smaller budget.</p>	<p>Susie Ohlenschla ger</p>
<p>8. Petitions and Addresses</p>	<p>There were no requests to address the Partnerships.</p>	
<p>9. Oxfordshire 2030</p> <p>10:15 am</p> <p>Oral update on the current position with regard to Oxfordshire 2030.</p>	<p>The Partnerships thanked Sarah Gilbert for her presentation on the current position with regard to Oxfordshire 2030.</p>	<p>Susan Kent</p>

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<p>10. Supporting Further Community - Led Waste and Climate Change Activity in Oxfordshire</p> <p>10:20 am</p> <p>The paper (OWP10) outlines opportunities for the Oxfordshire Waste and Environment Partnership to support and expand existing best practice in community led activity in Oxfordshire.</p> <p>The Partnerships are requested to:</p> <ul style="list-style-type: none"> (a) Consider the benefits to the Partnerships of the options for supporting community based models to deliver further climate change and waste reduction activity; and (b) Agree to further work being undertaken to develop a more detailed business case and financial model for both/either option. 	<p>The Partnerships considered the benefits of the options for supporting community based models to deliver further climate change and waste reduction activity; and AGREED that:</p> <ul style="list-style-type: none"> (a) further work be undertaken to develop a more detailed business case and financial model for both/either option; and (b) all authorities would report on their own plans to reduce the carbon footprints within their own areas. 	<p>Susan Kent/Sarah Gilbert</p>
<p>11. Appointment of Chairman (Committee Member representing Oxfordshire County Council) and Vice Chairman (Committee Member representing South Oxfordshire District Council) for the two year period 2010/11 and 2011/12</p> <p>10:50 am</p>	<p>Councillor Ian Hudson was appointed Chairman of the Oxfordshire Waste Partnership for the two year period 2010/11 and 2011/12 and Councillor David Dodds was appointed Vice-Chairman for the same period.</p>	<p>Julie Dean</p>
<p>12. Apologies for Absence and Notification of Deputy Members</p> <p>The Secretary to report on apologies for absence by Oxfordshire Waste Partnership members and on the attendance by Deputy Members notified to her before the start of the meeting.</p>	<p>An apology for absence was received from Councillor Jenny Hannaby.</p>	<p>Julie Dean</p>

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(Contact Julie Dean (Tel: 01865 815322) to tender apologies and advise of attendance by the named Deputy Member).		
13. Declarations of Interest - see guidance note	There were no declarations of interest.	
14. Minutes To confirm as a correct record the minutes of the meeting of the Oxfordshire Waste Partnership Joint Committee (OWP14) held on 26 March 2010. Please note that you are required to approve Minute 106 – 118 inclusive for the purposes of this item.	The Minutes of the meeting held on 26 March 2010 were approved and signed as a correct record.	William Reed/Julie Dean
Urgent Business Item - Potential Funding Stream for Waste Partnerships (OWP14(a))	<p>This item of business had been agreed by the Chairman as an item of urgent business on account of the short timescale to submit requests for funding.</p> <p>The Joint Committee explored the pros and cons of submitting a bid for a potential funding allocation to be made available to support existing partnerships to progress to the stage of becoming a formally constituted Joint Committee or Waste Authority.</p> <p>Following a full discussion, the Joint Committee decided not to pursue the option to apply (by 3 votes to 2).</p>	Wayne Lewis/ Chris Cousins
15. Wild Waste Show - Annual Report 2009/10 10:55 am To provide an update on the work of the Wild Waste Show and to outline future	<p>The Joint Committee thanked Edd Thomas for his update on the work of the Wild Waste Show and his outline of future plans.</p> <p>Also before the Joint Committee was The Wild Waste Show's 6 monthly</p>	Edd Thomas/ Wayne Lewis

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<p>plans. A presentation will be given by Ed Thomas, Northmoor Trust (OWP 15)</p> <p>Appendix 1 – Wild Waste Show 6 month report and annual overview for 1 April 2009 – 31 March 2010.</p>	<p>report and annual overview for the period 1 April 2009 – 31 March 2010.</p> <p>The Joint Committee noted the presentation and annual report.</p>	
<p>16. OWP Annual Report 2009/10 and Sign Off of Audit Commission Annual Return</p> <p>11:10 am</p> <p>To present the OWP Annual Report and Statement of Accounts for 2009/10 for approval (OWP16) and to approve the Audit Commission Annual Return for the period 2009/10.</p>	<p>It was AGREED :</p> <ul style="list-style-type: none"> (a) that the 2009/10 Annual Report be approved and that it be submitted to the next meeting of Oxfordshire Leaders Group; (b) that the budget under spend amounting to £73,375 be placed in reserve, where £31,599 can be used to off-set 2010/11 partner council contributions (so that these are maintained at £45,820 for district councils and £229,100 for Oxfordshire County Council); with the balance of £41,776 remaining in reserve for future use; (c) to approve the 2009/10 Annual Return to the Audit Commission; (d) to note that performance in relation to cleanliness was improving following a previous failure to meet an LAA target in this area and to monitor its performance on a regular basis, and (e) to thank Wayne Lewis and his Team for their excellent work over the year. 	<p>Wayne Lewis/ Graham Warrington</p>

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<p>17. Internal Audit Report 2009/10</p> <p>11:20 am</p> <p>To receive the internal audit report for 2009/10 (OWP17) detailing a review of the financial, operational and management systems employed by OWP.</p> <p>Appendix 1 – WODC report on the Audit of the OWP - June 2010.</p>	<p>It was AGREED that:</p> <p>(a) The recommendations as set out in Table 1 of the report and detailed in Appendix 1 be accepted;</p> <p>(b) The OWP response offered in Table 1 is approved; and</p> <p>(c) West Oxfordshire District Council is re-appointed as the OWP Auditing Authority for 2010/11.</p>	<p>Wayne Lewis</p>
<p>18. External Audit Findings 2008/09</p> <p>11:25 am</p> <p>OWP completes an annual return to the Audit Commission summarising activities at the end of each financial year. This report (OWP18) details the Audit Commission findings in the OWP Annual Return for 2008/09 and sets out suggested responses.</p> <p>Appendix 1 – Model Publication Scheme.</p>	<p>It was AGREED that</p> <p>(a) In order to meet the duty to approve accounts by 30 June, the OWP meeting date of 15 July 2011 be moved forward to 24 June 2011; and that in subsequent years the Annual Return and Accounts should be agreed before 30 June;</p> <p>(b) In order to meet duties under the Freedom of Information Act (FOI) 2000, the OWP adopts the Information Commissioners Office Model Publication Scheme;</p> <p>(c) The Host Authority (currently Oxfordshire County Council) be asked to deal with FOI requests received by the OWP;</p> <p>(d) The Auditing Authority (currently West Oxfordshire District Council) be asked to review OWP's FOI policy as part of the annual internal audit; and</p> <p>(e) OWP continues to place reliance upon the Auditing Authority's own review of the effectiveness of internal audit, but that this review, which forms part of the Authority's</p>	<p>Julie Dean</p> <p>James Willoughby</p> <p>Wayne Lewis</p> <p>Wayne Lewis/Julie Dean</p>

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	Annual Governance Statement is minuted each year by OWP.	
<p>19. Review of the Effectiveness of Internal Audit</p> <p>11:45 am</p> <p>To report on a review of the effectiveness of the internal audit function of OWP (OWP19).</p> <p>Appendix 1 – Internal Audit Terms of Reference summary. Appendix 2 – Internal Audit Good Practice Guidelines.</p>	<p>It was AGREED that the review findings set out in the report be noted and that the Joint Committee raises any concerns it may have with regard to the efficacy of the OWP internal audit function.</p>	Wayne Lewis
<p>20. Financial Arrangements</p> <p>11.45 am</p> <p>To advise the Joint Committee on the outturn position for the OWP Financial Arrangements for 2009/10 and to set out the Residual Waste allocations for 2010/11 (OWP20).</p>	<p>The Joint Committee AGREED the following:</p> <ul style="list-style-type: none"> (a) To note the 2009/10 Financial Arrangement payments as set out in Table 1; (b) To note the residual waste tonnage allocations for 2010/11 as set out in Appendix 1; and (c) As part of the Financial Arrangements review, further work be undertaken on payments in future years and a report be brought back to the October meeting of the Joint Committee. 	Wayne Lewis
<p>21. Draft Waste Prevention Strategy</p> <p>12:05 pm</p> <p>To present a draft Waste Prevention Strategy for OWP (OWP21). It outlines proposed Waste Prevention aims between 2010 and 2020.</p>	<p>The Joint Committee AGREED to</p> <ul style="list-style-type: none"> (a) thank Sarah Gilbert for her presentation on the draft Waste Prevention Strategy for the OWP which outlines proposed waste prevention aims between 2010 and 2020; and 	Wayne Lewis/ Sarah Gilbert

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Appendix 1 – Draft Waste Prevention Strategy.	(b) approve the Draft Waste Prevention Strategy and the proposed consultation approach, in order to embark on a public consultation from the beginning of August; the outcomes of which to be reported to the next meeting of the Joint Committee.	
<p>22. Cuts to Local Area Agreement Performance Reward Grant</p> <p>12:25 pm</p> <p>To inform the Joint Committee of cuts to the Local Area Agreement Performance Reward Grant and to quantify the impact upon the OWP New Initiatives Fund (OWP22).</p>	<p>It was AGREED that</p> <p>(a) the cuts to the LAA Performance Reward Grant and the New Initiatives Fund income be noted; and</p> <p>(b) the ring fencing of the remaining New Initiatives Fund, as set out in paragraph 2.7 and table 3, be approved, subject to a compliant bid.</p>	Wayne Lewis
<p>23. Quarterly Performance Monitoring Report</p> <p>12:35 pm</p> <p>To provide an update on OWP’s progress over the previous quarter (April – June 2010) against its agreed Oxfordshire Joint Municipal Waste Management Strategy (OJMWMS) Action Plan (OWP23).</p> <p>Appendix 1 – OJMWMS Draft Action Plan Appendix 2 – Budget Statement - Quarter 1 2010/11 Appendix 3 – New Initiatives Fund Projects Appendix 4 – OWP LAA2 Target Performance</p>	<p>It was AGREED that the report be noted and that the importance of completing monthly monitoring for NI 195 is reiterated to Partner Councils.</p>	Wayne Lewis

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<p>24. Waste Treatment Project and Food Waste updates</p> <p>12:40 pm</p> <p>The purpose of this item is to provide updates on progress in relation to the Residual Waste Treatment Procurement project and on the Food Waste project (OWP24).</p>	<p>It was AGREED</p> <p>(a) in noting and supporting the progress with regard to the Residential Waste Treatment Procurement project, the following concerns were raised in relation to the draft WDA/WCA agreement currently being drafted;</p> <ul style="list-style-type: none"> • the size of the bins; • the effect on the Waste Collection Agency in having to abide by exclusivity; and <p>(b) note and support the progress made in delivering food waste processing infrastructure and to request the officers to arrange a visit to the food waste plants in Oxfordshire.</p>	<p>Wayne Lewis</p>
<p>25. Household Waste Recycling Centres Van & Trailer Permit Scheme</p> <p>12:50 pm</p> <p>The purpose of this paper is to update members of OWP on the proposed Van and Trailer Permit Scheme to be operated at the County Council Household Waste Recycling Centres. OCC is seeking approval of the Policy through Cabinet Member sign off on 15 July 2010. The Scheme is due to commence on 1 November 2010 (OWP25).</p> <p>Appendix 1 – Van and Trailer Permit Scheme Policy Outline</p>	<p>The Joint Committee AGREED to support the Van and Trailer Permit Scheme, which had been approved for implementation in November 2010.</p>	<p>Wayne Lewis/Amy Howard</p>

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<p>26. OWP Effectiveness Survey Results</p> <p>13:05 pm</p> <p>To report on the results of the recent Effectiveness Survey conducted by Oxfordshire Waste Partnership (OWP26).</p> <p>Appendix 1 – Survey Results.</p>	<p>The Joint Committee noted the results of the recent Effectiveness Survey conducted by the Oxfordshire Waste Partnership and AGREED to seek to improve bilateral discussion between the member authorities on the subject of waste and accountability for performance within the OWP work plan.</p>	<p>All members</p>