

**Chairman:** Councillor Kieron Mallon  
**Secretary:** Mary Harpley (Chief Executive)

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## Oxfordshire Waste Partnership Joint Committee

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### NOTICE OF MEETING

**MEETING** Oxfordshire Waste Partnership Joint Committee

**DATE/TIME** Friday 28 September 2007 at 9.30am.

**PLACE** ***Banbury Cricket Club***, White Post Road, Bodicote, Banbury (**plan enclosed**).

**CONTACT OFFICER** Steve Lodge (Tel: 01295 221590 E-mail: [steve.lodge@cherwell-dc.gov.uk](mailto:steve.lodge@cherwell-dc.gov.uk))

Clive Baynes (Interim Chief Executive)

20 September 2007

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#### Membership

**Councillors:**

Kieron Mallon  
(deputy: Barry Wood)

Jean Fooks  
(deputy: John Goddard)

Roger Belson  
(deputy: David Robertson)

David Dodds  
(deputy: Any Cabinet Member)

Tony De Vere  
(deputy: Jenny Hannaby)

David Harvey  
(deputy: Barry Norton or Verena Hunt)

**Representing:**

Cherwell District Council

Oxford City Council

Oxfordshire County Council

South Oxfordshire District Council

Vale of White Horse District Council

West Oxfordshire District Council

# NOTES

## **Access to Information**

The minutes and reports included in Part I of this agenda are published on-line on Cherwell District Council's website at: <http://www.cherwell-dc.gov.uk/yourcouncil/meetings.cfm>

Enquiries about specific reports: please contact the officers named in the reports.

These documents can be made available in alternative formats and different languages on request. For further information about this service please contact the Communications Team, 01295 221578.

The timing given against each agenda item is an estimate of the approximate time that the Committee will commence consideration of that item. It is for indicative purposes only, and will change in the event that the running order of the items is revised.

If you are planning to attend the meeting directions to Bodicote House can be found on our Website at <http://www.cherwell-dc.gov.uk/files/publicationscheme/3011-425.pdf>.

## **Guidance for Members**

Members are asked to contact Steve Lodge, Democratic Services Officer, 01295 221590, (<mailto:steve.lodge@cherwell-dc.gov.uk>) to tender apologies or advise of attendance by their named Deputy Members.

Members are reminded that Part II reports contain exempt information and should therefore be treated accordingly. They should not be disclosed or passed on to any other person(s).

Members are reminded of the requirements of Section 106 of the Local Government Finance Act, 1992, and those Members affected by its provisions will need to make a declaration and refrain from voting when a matter to which the Act applies is discussed. An indication is given in the "Financial Effects" statements of those matters where the Act is likely to apply.

Members are asked to sign the Attendance Register.

Members are required to consider the implications of the Crime and Disorder Act 1998 and the Human Rights Act 1998 when exercising their functions.

## **Declarations of Interests**

Members are asked to declare any personal interest and the nature of that interest which they may have in any of the items under consideration at this meeting.

- i) any Member arriving after the start of the meeting is asked to declare interests as necessary as soon as practicable after their arrival even if the item in question has been considered;
- ii) with the exception of the circumstances listed in paragraph 10(2) of the model Code of Conduct for Members, a Member with a personal interest also has a prejudicial interest if it is one which a Member of the public with knowledge of the relevant facts would reasonably regard as so significant that it is likely to prejudice the Member's judgement of the public interest.
- iii) Officers cannot offer advice during the meeting on whether or not a personal interest should be declared, or whether a personal interest should also be regarded as prejudicial.

# AGENDA

## PART I

### Timed for:

#### 1 MINUTES

To confirm as a correct record the Minutes of the meeting of the Joint Committee held on 31 August 2007 (**copy attached**).

#### 2 APOLOGIES FOR ABSENCE AND NOTIFICATION OF DEPUTY MEMBERS

The Secretary to report on apologies for absence and on the attendance by Deputy Members notified to him before the start of the meeting.

(Contact Steve Lodge (01295 221590) to tender apologies and advise of attendance by the named Deputy Member).

#### 3 ADDITIONAL ITEMS

The Chairman to advise whether any item of an urgent nature has been admitted to the agenda.

#### 4 DECLARATIONS OF INTEREST

Members are asked to declare any personal interest **and the nature of that interest** which they may have in any of the items under consideration at this meeting. (Please refer to the notes on the opposite page).

**(Note:** unless otherwise stated all of the under-mentioned agenda items have attachments which can be found at the end of Part I of this Agenda.)

#### 9.35 am 5 NEW FINANCIAL ARRANGEMENTS

##### **Purpose of report**

To provide an update on the development of the new financial arrangements for Oxfordshire Waste Partnership.

##### **Recommendations**

That the progress set out within this report be noted.

#### 10.35 am 6 DRAFT BUDGET 2008/09 TO 2010/11

##### **Purpose of report**

To present a draft budget for 2008/9 to 2010/11.

##### **Recommendations**

That the draft budget is agreed in principal.

Further information is provided on the proposed posts and more detailed budget information on the communications plan.

That the Chairman of the OWP writes to DEFRA requesting the continuation of WPEG funding and an early announcement to this effect.

**10.50 am      7      COMMUNICATIONS PLAN**

**Purpose of report**

To consider a draft communications plan for the Oxfordshire Waste Partnership (OWP).

**Recommendations**

That:

- I. the draft communications plan be approved;
- II. further details and costs for the continuation of a countywide communications campaign be presented to the partnership for approval in November 2007;
- III. continuing officer support (as set out in paragraph 3.5) be provided in order to implement the communications plan.

**11.05 am      8      OWP SUPPORT AND DELIVERY STRUCTURE**

**Purpose of report**

The purpose of this document is to consider the requirements necessary for an improved structure to support the delivery of the actions in the Joint Municipal Waste Management Strategy (JMWMS) and the Local Area Agreement (LAA) Environmental block targets. It addresses the principles only as the detail should emerge from wider engagement.

**Recommendations**

The OWP is invited to agree

The support and delivery structure as proposed

That the precise terms of reference and operational aspects of each group be developed and finalised in conjunction with the existing groups; and

That the performance of the structure be reviewed after two years operation.

**11.20 am      9      WASTE COLLECTION JOINT PROCUREMENT PROJECT**

**Purpose of report**

To provide an update on the progress of the Joint Procurement Project.

### **Recommendations**

- i that the Enviro's recommendation that West, South and Vale proceed with joint procurement be accepted.
- ii that it is agreed that the Enviro's report be made available via the Defra web-site.

## **11.35 am 10 WASTE TREATMENT PROJECT UPDATE**

### **Purpose of report**

To update the OWP on progress on the residual waste and food waste treatment procurement projects.

### **Recommendations**

To note and support the progress made on the procurement of both residual and food waste treatment.

## **11 ANY OTHER ITEM WHICH THE CHAIRMAN HAS DECIDED IS URGENT**

(NO ATTACHMENTS).

**MEETING SCHEDULED TO END AT 11.45 AM.**