

**The Oxfordshire Waste Partnership**

**Appendix 2**

**Annex A**

**Oxfordshire Waste Partnership Action Plan**

**No Time to Waste:  
The Oxfordshire Joint Municipal Waste Strategy**

The Guidance on Municipal Waste Management Strategies – July 2005 states that:

**“long term strategic planning is vital to all authorities in securing both the infrastructure and service developments necessary to deliver more sustainable waste management.”**

This action plan sets out the short to medium term actions that the Oxfordshire Waste Partnership (OWP) will collectively take to ensure delivery of the policy objectives within the ‘No Time to Waste’ joint municipal waste management strategy. Each of the individual Authorities has produced their own action plans, covering specific actions to be undertaken by their Council. These plans will be evaluated and updated quarterly and will be subject to an annual performance review.

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><b>Waste prevention and reuse</b>  <b>Policy 3:</b> The Oxfordshire Waste Partnership will help householders and individuals to reduce and manage their wastes through the provision of advice and appropriate services.  <b>Policy 4:</b> The Oxfordshire Waste Partnership will encourage the controlled reuse and reclamation of items through the provision of advice and appropriate services.  <b>Policy 5:</b> In accordance with regional policy, the Oxfordshire Waste Partnership will seek to reduce the growth of municipal waste across the County to 0% per annum by 2012.</p>						
<p>Develop a joint policy to source and ring-fence internal and external funding for waste reduction and reuse (WRR) initiatives.</p>	<p>Ensure that the OWP continually seeks external funding for WRR initiatives. Ring-fence existing internal funding for WRR initiatives.</p>	<ul style="list-style-type: none"> <li>• Reduced Municipal Solid Waste (MSW) arisings</li> <li>• Increased reduction and reuse</li> <li>• Development of new and innovative WRR initiatives</li> <li>• Reduction in potential Landfill Allowance Trading Scheme (LATS) penalties.</li> </ul>	<ul style="list-style-type: none"> <li>• Officer time</li> </ul>	<ul style="list-style-type: none"> <li>• Dependence on external funding for WRR initiatives. Core budget not being used for WRR initiatives.</li> <li>• No increase in participation in WRR schemes</li> <li>• LATS penalties</li> <li>• Decreased chances of receiving a further round of funding from external bodies.</li> </ul>	<p>Project initiation December 2006 depending on outcome of WRAP funding</p> <p>Ongoing implementation</p>	<p>OWP</p>

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<p>Develop an enforcement plan and joint policies on controlling waste, and trade waste abuse.</p>	<p>Implement a joint enforcement plan. Implement joint policies and systems to control waste and deal with trade waste abuse. These policies will be integrated into the enforcement plan.</p>	<ul style="list-style-type: none"> <li>• Prevention of trade waste abuse and fly-tipping</li> <li>• Pooled resources to achieve more successful enforcement outcomes</li> <li>• Reductions in the amount of residual waste householders create</li> <li>• Increased awareness/high levels of compliance of duty of care and waste carriers registration</li> <li>• Reduction in the amount of trade waste in the household waste stream.</li> </ul>	<ul style="list-style-type: none"> <li>• Officer time, (preferably an Enforcement Officer in each District Council)</li> <li>• Funding to implement enforcement, promoting awareness and compliance</li> <li>• Covert surveillance equipment.</li> </ul>	<ul style="list-style-type: none"> <li>• Continued trade waste abuse of the household waste stream</li> <li>• Burden on council tax payers</li> <li>• Continual/increased fly-tipping/illegal disposal incidents</li> <li>• Detrimental affect on the environment</li> <li>• Increased cost of clearance and rectification</li> <li>• Failure to reach Best Value Performance Indicators (BVPI) targets.</li> </ul>	<p>Project initiation December 2006</p> <p>Ongoing implementation</p>	<p>OWP through the Environment Enforcement Group</p>
<p>Deliver the communications initiatives detailed in Annex B – Waste reduction and reuse plan.</p>	<p>Develop and implement a marketing plan. Build an advertising campaign with strong joint branding. Implement an education plan for schools and community groups. Create a customer feedback system, gaining feedback on campaigns and ideas from residents.</p>	<ul style="list-style-type: none"> <li>• Joint branding for future campaigns and advertising</li> <li>• Work to marketing and education plans, making best use of resource, national events and potential impact</li> <li>• Gain input from customers on existing initiatives and future campaigns/projects., ensuring that projects are fit for purpose</li> <li>• Reduced MSW arisings</li> <li>• Reduction in potential LATS penalties.</li> </ul>	<ul style="list-style-type: none"> <li>• Officer time</li> <li>• Funding to implement the programme</li> <li>• Sign up from OWP on joint branding.</li> </ul>	<ul style="list-style-type: none"> <li>• Not reaching target audience</li> <li>• Missed opportunity from efficiency of scales of joint procurement</li> <li>• Untargeted advertising and marketing campaign.</li> </ul>	<p>Ongoing implementation</p>	<p>OWP/Individual Authorities</p>

**No Time to Waste: The Oxfordshire Joint Municipal Waste Management Strategy**

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Develop the waste reduction and reuse (WRR) tools listed in Annex B.	Provide the tools that residents need to reduce and reuse their waste.	<ul style="list-style-type: none"> <li>• WRR of MSW</li> <li>• Saving on collection and disposal costs</li> <li>• Increase in reuse of waste</li> <li>• Education of Oxfordshire's residents on WRR issues</li> <li>• Support residents to be proactive.</li> </ul>	<ul style="list-style-type: none"> <li>• Officer time</li> <li>• Ringfenced funds for joint projects</li> <li>• Partnership working with external groups.</li> </ul>	<ul style="list-style-type: none"> <li>• Increase in collection/disposal costs</li> <li>• Potential LATS penalties</li> <li>• Emphasis remains on recycling and disposal rather than the top of the hierarchy</li> <li>• Failure to meet BVPI targets.</li> </ul>	Ongoing implementation	OWP/OCC
Develop a waste reduction and reuse action programme to support the Waste Reduction and Reuse (WRR) Plan	Fund, develop, support and promote WRR initiatives in households, schools, businesses and communities.	<ul style="list-style-type: none"> <li>• Reduced MSW arisings</li> <li>• Reduction in potential LATS penalties</li> <li>• Support community/business sector</li> <li>• Increase customer satisfaction</li> <li>• Increased WRR.</li> </ul>	<ul style="list-style-type: none"> <li>• Officer time</li> <li>• Funding for projects.</li> </ul>	<ul style="list-style-type: none"> <li>• No waste reduction</li> <li>• Possible increased waste collection and disposal costs.</li> </ul>	Project initiation September 06  Ongoing implementation	OWP

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><b>Recycling and Composting</b></p> <p><b>Policy 6:</b> The Oxfordshire Waste Partnership will provide an integrated system of collection and processing of household waste which will achieve, as a minimum, the <i>Waste Strategy 2000</i> recycling and composting targets for household waste (1).</p> <p><b>Policy 7:</b> The Oxfordshire Waste Partnership will ensure that recycling facilities are available to all residents.</p> <p><b>Policy 8:</b> The Oxfordshire Waste Partnership will encourage householders and businesses to separate waste for recycling collections by providing targeted information and awareness-raising campaigns.</p> <p><b>Policy 13:</b> The Oxfordshire Waste Partnership will assist the development of local markets for recovered materials.</p> <p><b>(1) This policy will be revised as appropriate with revisions to Waste Strategy 2000.</b></p>						
<p>District Councils to have costed implementation programmes in place for introduction of fortnightly residual waste collections and District-specific dry recyclables/ garden/ kitchen waste collections, that collectively deliver Policy 6 targets.</p>	<p>Each District to consider integrated and collection-only financial and environmental cost models, as necessary, and determine the most appropriate collection systems.</p> <p>Local consultation as necessary.</p>	<ul style="list-style-type: none"> <li>• Policy 6 recycling and composting targets delivered to deadlines.</li> </ul>	<ul style="list-style-type: none"> <li>• Resources to implement new collection systems will be identified in modeling reports.</li> </ul>	<ul style="list-style-type: none"> <li>• Actions aren't sufficient to deliver policy 6 targets.</li> </ul>	<p>Action plans in place by December 2006</p>	<p>OWP/ District Councils</p>
<p>The Oxfordshire councils will aim to increase recycling and composting participation rates by:</p> <ul style="list-style-type: none"> <li>• 10% by 2010; and</li> <li>• 20% by 2020.</li> </ul>	<p>Promote services and educate community members through engagement and distribution of education materials</p> <p>Incentive measures used to increase home composting.</p>	<ul style="list-style-type: none"> <li>• Increased recycling</li> <li>• Meet government targets.</li> </ul>	<ul style="list-style-type: none"> <li>• Funding</li> <li>• Officer time.</li> </ul>	<ul style="list-style-type: none"> <li>• Targets not met</li> <li>• Participation doesn't increase.</li> </ul>	<p>Ongoing</p>	<p>OWP</p>

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The Oxfordshire Councils will collectively aim to achieve 100% coverage for recycling collections across the County by 2010.	Work with the community and contractor/s to extend collections	<ul style="list-style-type: none"> <li>• Reduced MSW arisings</li> <li>• Increased recycling.</li> </ul>	<ul style="list-style-type: none"> <li>• Officer time</li> <li>• Funding.</li> </ul>	<ul style="list-style-type: none"> <li>• Low participation.</li> </ul>	2010	OWP/ Contractor
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 Waste Recycling Centres (WRCs)	Develop appropriate education materials/programmes and distribute/implement	<ul style="list-style-type: none"> <li>• Reduced MSW arisings</li> <li>• Increased recycling</li> <li>• Decreased contamination.</li> </ul>	<ul style="list-style-type: none"> <li>• Officer time</li> <li>• Funding.</li> </ul>	<ul style="list-style-type: none"> <li>• Participation doesn't increase.</li> </ul>	Ongoing	OWP
Support recycling schemes through promotions, grants and in-kind contributions  Encourage businesses to improve their performance on recycling	Promote and support local and council recycling schemes and allocate funding for programmes Develop recycling educational/ marketing campaign aimed at businesses	<ul style="list-style-type: none"> <li>• Sustained recycling and composting programmes supported through the development of reliable end markets.</li> </ul>	<ul style="list-style-type: none"> <li>• Funding for programmes</li> <li>• Officer time.</li> </ul>	<ul style="list-style-type: none"> <li>• Failure of recycling programme</li> <li>• No reliable markets.</li> </ul>	Ongoing	OWP

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<b>Residual Waste and Sustainable Waste Management</b>						
<b>Policy 9:</b> The Oxfordshire Waste Partnership will provide a system for recovering value from residual wastes in order to meet LATS targets						
<b>Policy 10:</b> The Oxfordshire Waste Partnership will ensure the availability of landfill sites for the disposal of residual waste, where necessary.						
<b>Policy 11:</b> The Oxfordshire Waste Partnership, will seek to provide waste management services for specialized, potentially polluting material streams, such as hazardous waste and waste electrical and electronic equipment, which meet and exceed legislative requirements.						
<b>Policy 12:</b> 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 population, given the environmental and amenity constraints, and the availability of suitable sites.						
<b>Policy 14:</b> 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.						
Procure and construct a residual waste treatment facility to meet the medium to long term requirements of the Landfill Allowance Trading Scheme	OCC to lead procurement of a waste treatment facility, consistent with the LATS targets and policies in this strategy.	<ul style="list-style-type: none"> <li>Complete outline business case and begin EU procurement process through competitive dialogue.</li> </ul>	<ul style="list-style-type: none"> <li>Funding for infrastructure.</li> </ul>	<ul style="list-style-type: none"> <li>Inability to meet timelines.</li> </ul>	To be completed in line with the Draft Outline Business Case 2006	OCC/OWP
Ensure that waste facilities are procured in accordance with the Minerals and Waste Development Framework and the Regional Spatial Strategy	Consult with relevant officers during the procurement and planning process	<ul style="list-style-type: none"> <li>Successful procurement and construction of waste facilities.</li> </ul>	<ul style="list-style-type: none"> <li>Funding</li> <li>Officer time.</li> </ul>	<ul style="list-style-type: none"> <li>Delay in construction</li> <li>LATS penalties</li> <li>Non compliance with regional strategies.</li> </ul>	To be completed in line with the Draft Outline Business Case 2006	OWP
Ensure waste reduction, reuse, recycling & composting, services and programmes are successfully implemented to promote the longevity of landfill sites	Achieve the actions within this plan and ensure that adequate resources are made available	<ul style="list-style-type: none"> <li>Minimal requirement for the use of existing or new landfill sites.</li> </ul>	<ul style="list-style-type: none"> <li>Funding for all reduction, reuse, recycling and composting programmes.</li> </ul>	<ul style="list-style-type: none"> <li>LATS penalties</li> <li>No reduction in MSW.</li> </ul>	Ongoing	OWP
Maximise cost-effective recycling and composting of waste before utilising residual waste management technologies	Implement recycling and home composting actions	<ul style="list-style-type: none"> <li>Reduced finances required for residual waste infrastructure.</li> </ul>	<ul style="list-style-type: none"> <li>Funding for waste reduction, reuse, recycling and composting programmes.</li> </ul>	<ul style="list-style-type: none"> <li>Low waste reduction, diversion, participation and capture rates.</li> </ul>	Ongoing	OWP

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Promote sustainable waste management, including appropriate disposal routes for specialised materials	Conduct waste composition analysis Ensure adequate disposal methods are available to the community for wastes produced Develop action plan to ensure sustainable approach to disposal of hazardous and specialized waste	<ul style="list-style-type: none"> <li>• Sustainable waste management</li> <li>• Decrease in the amount of hazardous waste being landfilled.</li> </ul>	<ul style="list-style-type: none"> <li>• Funding for analysis and ongoing monitoring</li> <li>• Officer time.</li> </ul>	<ul style="list-style-type: none"> <li>• Not meeting targets</li> <li>• Non compliance with legislation.</li> </ul>	December 2006 (composition analysis) Ongoing (monitoring)	OWP
<b>Working in partnership</b>						
<b>Policy 1:</b> The Oxfordshire Waste Partnership will encourage the efficient use of resources, reduce resource consumption and take responsibility for the wastes they produce.						
<b>Policy 2:</b> The Oxfordshire Waste Partnership will lobby Government to focus on waste as an integral part of sustainable resource management.						
Adoption of Oxfordshire Waste Partnership Strategy	Completion of public engagement exercise  Review of strategy and individual action plans  Appointment of Partnership Officer	<ul style="list-style-type: none"> <li>• Up-to-date strategy</li> <li>• Demonstrate commitment to strategy and speed process up</li> <li>• Ascertain public preferred sustainable waste management options.</li> </ul>	<ul style="list-style-type: none"> <li>• Officer time</li> <li>• £55K of partnership funding.</li> </ul>	<ul style="list-style-type: none"> <li>• No public buy in to waste problem or solutions.</li> </ul>	September 06 March 31 <sup>st</sup> 2008 September 2006	OWP
Agree funding and governance arrangements for Oxfordshire Waste Partnership	Review existing arrangements for funding	<ul style="list-style-type: none"> <li>• Improved partnership working.</li> </ul>	<ul style="list-style-type: none"> <li>• Officer time.</li> </ul>	<ul style="list-style-type: none"> <li>• Failure to realise the potential savings by working together.</li> </ul>	October 2006	OWP
Wherever possible respond jointly to Government consultations.	Set targets for number of responses	<ul style="list-style-type: none"> <li>• Encourage joint thinking.</li> </ul>	<ul style="list-style-type: none"> <li>• Officer time.</li> </ul>	<ul style="list-style-type: none"> <li>• None indentified.</li> </ul>	Ongoing	OWP

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Partnership members to lead Oxfordshire by example by reduction, reuse and recycling of wastes from their own activities and through implementation of a 'buy recycled' policy.	Review opportunities for waste reduction, reuse and recycling  Establish 'buy recycled' procurement policy	<ul style="list-style-type: none"> <li>• Lead by example.</li> </ul>	<ul style="list-style-type: none"> <li>• Monitoring</li> <li>• Officer time.</li> </ul>	<ul style="list-style-type: none"> <li>• Negative press.</li> </ul>	Ongoing	OWP

**Monitor and evaluate progress on action plans – each of these plan will be monitored and evaluated for progress and relevance.**