

# Agenda



Listening Learning Leading

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Date: 14 March 2013

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## A MEETING OF THE

# Oxfordshire Environment Partnership

WILL BE HELD ON FRIDAY 22 MARCH 2013 AT 10.00 AM

COUNCIL CHAMBER, DISTRICT COUNCIL OFFICES, CROWMARSH  
GIFFORD

### Members of the Oxfordshire Environment Partnership:

Membership is a loose group comprising the elected members of the Oxfordshire Waste Partnership, officers and representatives from governmental and non-governmental agencies. The partnership has no formal decision making powers.

#### Oxfordshire Waste Partnership Councillors

Mr David Dodds (Chairman of the OWP)

Mr Reg Waite (Vice-Chairman of the  
OWP)

Mr Nigel Morris

Mr John Tanner

Mrs Hilary Hibbert-Biles

Mr David Harvey

#### Representing:

South Oxfordshire District Council

Vale of White Horse District Council

Cherwell District Council

Oxford City Council

Oxfordshire County Council

West Oxfordshire District Council

Deputies: any Cabinet or Executive member of a member authority notified to the contact officer as attending in accordance with the substitution rules of that authority.

**Oxfordshire Environment partnership – Currently represented by:  
current member organisations**

Oxfordshire Waste Partnership	Wayne Lewis
Cherwell District Council	Ed Potter
Oxford City Council	John Copley
	Tim Sadler
Oxfordshire County Council	Tom Flanagan
	Andrew Pau
	Rachel Burns
	Nick King
	Susie Ohlenschlager
	Susan Haliwell
	Matt Prosser
South Oxfordshire and Vale of White Horse District Council	
West Oxfordshire District Council	Ralph Young
Environment Agency	Jo Wines
Oxfordshire Rural Community Council	Linda Watson
BBOWT	Matt Jackson

**AGENDA ITEMS**

- 1 Apologies for absence and notification of deputy members attending**
- 2 Declaration of disclosable pecuniary interest**
- 3 Addresses and questions to the partnership**

Members of the public wishing to speak to the partnership for up to five minutes must register with the committee clerk named above by noon on Thursday (the day before the meeting).

- 4 Minutes of the previous meeting** (Pages 5 - 8)

**5 minutes**

**Purpose:** To approve the minutes of the meeting of the Oxfordshire Environment Partnership meeting held on 25 January 2013 (attached) and to receive information arising from them.

There will be an update on the progress of the TOE2 woodfuel programme from Tom Mr Tom Flanagan.

- 5 Green Infrastructure**

**Presentation only**

**10 minutes**

**Purpose:** To provide an update on the background and requirement to develop a Green Infrastructure Framework, and seek views of members.

Ms Vicky Fletcher from Oxfordshire County Council will give a presentation.

**6 Climate Local - update on actions** (Pages 9 - 14)

**Report attached**

**10 minutes**

**Purpose:** Having signed the Climate Local Commitment at the last meeting, to discuss and seek agreement about the Climate Local Pledges to be published by each authority individually.

**7 Chairman's announcements**

**ITEMS TO BE DISCUSSED JOINTLY WITH THE OXFORDSHIRE WASTE PARTNERSHIP**

**8 Oxfordshire Green Schools Contract extension** (Pages 15 - 16)

**Report attached**

**10 minutes**

**Purpose:** To seek agreement for a five-month extension to the current contract agreement.

**There will be a break for refreshments before the start of the Oxfordshire Waste Partnership meeting**

*The next meeting is on Friday, 21 June 2013 in the Council Chamber, South Oxfordshire District Council Offices*

MARGARET REED

Head of Legal and Democratic Services

**If you would like a copy of these papers in large print, Braille or audio cassette or have any other special requirements (such as access facilities) please contact the officer named on this agenda. Please give as much notice as possible before the meeting**

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# Minutes



OF A MEETING OF THE

Listening Learning Leading

## Oxfordshire Environment Partnership

HELD AT 10.00 AM ON FRIDAY, 25 JANUARY 2013

AT THE SOUTH OXFORDSHIRE DISTRICT COUNCIL OFFICES,  
CROWMARSH GIFFORD

### Present

#### Voting members

Councillor D Dodds (Chairman)	South Oxfordshire District Council
Councillor D Harvey	West Oxfordshire District Council
Councillor H Hibbert-Biles	Oxfordshire County Council
Councillor N Morris	Cherwell District Council
Councillor J Tanner	Oxford City Council
Councillor R Waite	Vale of White Horse District Council

#### Officers attending for the whole of the meeting

Mr W Lewis	Oxfordshire Waste Partnership
Mr P Mcroft	Oxfordshire Waste Partnership
Mr Ed Potter	Cherwell District Council
Ms R Burns	Oxfordshire County Council
Mr N King	Oxfordshire County Council
Mr T Flanagan	Oxfordshire County Council
Ms S Ohlenschlager	Oxfordshire County Council
Ms F Upton	Oxfordshire County Council
Ms C Kingston	South Oxfordshire and Vale of White Horse district councils
Mrs J Thompson	South Oxfordshire and Vale of White Horse district councils
Mr R Young	West Oxfordshire District Council
Ms C Locke	West Oxfordshire District Council
Mr G Browne	Environment Agency

#### Officers attending for part of the meeting

Mr G Hunt	Oxfordshire County Council
Mr J Copley	Oxford City Council

### Apologies

Ms L Watson, Oxfordshire Rural Community Council, gave her apologies.

## **16 Addresses and questions to the partnership**

There were no addresses or questions from members of the public to the partnership.

## **17 Minutes of the previous meeting**

The minutes of the meeting of the Oxfordshire Environment Partnership held on 26 October 2012 were approved and signed as such by the Chairman.

## **18 TOE2 Woodfuel programme funding**

The partnership considered a report from Oxfordshire County Council's Environment and Energy Strategy Team and a funding application from TOE2 for support for a project to develop the management of the county's woodlands by providing woodfuel for biomass burners.

The partnership broadly supported the project on environmental grounds and noted that:

- the Waste Partnership's new initiatives fund could not support this project because it did not reduce waste which would otherwise be collected by the local authorities;
- the environment partnership had no funding of its own;
- individual partner authorities could contribute to the project;
- a number of woodfuel projects existed in the county and some overview and co-ordination would benefit all projects;
- support would only be practical if after the initial start-up period the project was self-funding and self-sustaining.

Oxfordshire Environment Partnership agreed:

- (a) that the woodfuel project proposed by TOE2 had their support but funding could not be provided by the partnership;
- (b) to request officers to organise a joint meeting between TVEnergy, TOE2, and local authority officers to discuss how to progress this project, establish links between existing groups, and to recommend next steps to the next meeting;
- (c) to invite officers to develop a funding strategy for the Environment Partnership for review at a future meeting.

## **19 Sharing good practice - Oxfordshire County Council**

Mr G Hunt, County Drainage Engineer, gave a presentation on Oxfordshire County Council's work under the Flood and Water Management Act 2010. He explained flood prevention measures, the work carried out by each local authority in partnership, and the use of man-made drainage features to control water flow and reduce the risk of flooding to the highway and property.

The partnership thanked Mr Hunt for his presentation and congratulated his team and the other agencies involved on their work to prevent further flooding in the county.

## **20 Climate Local commitment and work programme**

Mr D Harvey reminded the partnership that he was appointed by West Oxfordshire District Council as a director of the United Sustainable Energy Agency.

The partnership considered the report of the Environment and Energy Strategy Team setting out the requirements of the Local Government Association's Climate Local commitment and the resource requirements and current work programmes of each authority.

The six local authority executive members of the partnership agreed to sign the climate local commitment as 'Climate Local Oxfordshire' on behalf of both the Environment and Waste partnerships.

The partnership agreed to consider within six months a report on the commitments to be included and reported under this initiative.

## **21 Collective switching project**

The partnership considered a report by the Oxfordshire Waste Partnership Coordinator setting out details of a collective energy switching project led by Cherwell District Council.

The partnership discussed the merits and risks of the project, but although broadly supportive of the principles of the project individual members did not wish to commit their local authorities to the project. The partnership co-ordinator reminded members that the project would start on 1 April 2013.

The partnership members agreed to discuss the project within their local authority and to decide on an individual basis whether to participate in and provide resources for the collective energy switching project led by Cherwell District Council.

## **22 Oxfordshire Total Retrofit**

Mr N King, Oxfordshire County Council Environment and Energy Strategy Team, gave a presentation on the Oxfordshire Total Retrofit project. He explained the funding sources, the work with the Low Carbon Hub, and community and large-scale projects.

## **23 Chairman's announcements**

There were no announcements.

The meeting closed at 11.10 am

Chairman

Date

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**Oxfordshire Environment and Waste Partnership 22 March 2013**

**Agenda Item            Climate Local Commitments**

**Introduction**

- 1 At the last meeting, local authority members of the partnership signed the Climate Local Commitment. Oxfordshire is now a signatory on the Climate Local website.
- 2 Members also agreed to confirm within 6 months the commitments and actions to be included and reported on as part of the Climate Local Process. They considered a report of local authority activities and agreed that the commitments would be drawn from these.
- 3 The proposed commitments and actions are set out in a template in Appendix 1. All of these meet the partnership's Oxfordshire 2030 priority objectives, which are:
  - 1) Manage the risk and effects of flooding
  - 2) Support Oxfordshire organisations and communities to develop resilience to the more frequent and severe weather events which are expected.
  - 3) Reduce greenhouse gas emissions in Oxfordshire
  - 4) Protect and enhance the biodiversity of the county.The majority of actions and measures outlined in the template below were agreed at the Joint meeting of the partnership in June 2011; the accompanying notes indicate where more recent initiatives such as the Green Deal and Oxfordshire Total Retrofit have been added.
- 4 Once agreed, these commitments will be sent to Climate Local and published on the website. The partnership will report on progress in 12 months.

**Resource implications**

- 5 There are no additional resource implications arising from this report.

**Recommendations**

- 6 a) as individual authorities to agree the Climate Local Commitments in Appendix 1, in line with their own decision making processes, and report the decision to the Environment and Energy Strategy Officer by 30 April.  
  
b) that the commitments agreed by all the partner authorities be published on the climate local website by the Environment and Energy Strategy Officer as the commitments of the whole partnership; and that commitments agreed by some but not all partner authorities be published as such.

**Contact Officer**

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**Appendix 1 Oxfordshire Climate Local Commitments Template**

<p><b>Commitment:</b> In order to meet our Oxfordshire 2030 priority objectives 1 and 2, which are:</p> <ol style="list-style-type: none"> <li>1) Manage the risk and effects of flooding;</li> <li>2) Ensure Oxfordshire organisations and communities are preparing for the impacts of climate change in the longer term;</li> </ol> <p>We will make the following commitments:</p>		
<p><b>Justification:</b></p>		
Specific action (s)	Measure	Timescale
1. Develop a flood risk management strategy for Oxfordshire.	Strategy published	July 2013
2. Promote sustainable drainage systems	Use of sustainable drainage systems promoted on all new developments in Oxfordshire.	Ongoing
3. Provide advice to business about weather and climate resilience to business and share good practice with District Councils.	Publish updated guidance for business on Local Enterprise Partnership business portal.	Ongoing

<p><b>Commitment:</b> In order to meet our 2030 priority objective 3, to Reduce greenhouse Gas Emissions in Oxfordshire, we will:</p>		
<p><b>Justification:</b></p>		
Specific action (s)	Measure	Timescale
4. Reduce carbon emissions from local authority estate	Average 3% annual reduction in local authority CO <sub>2</sub> emissions against 2010/2011 baseline.	April 2014
5. Work with local stakeholder and community groups to support rollout of the Green Deal in Oxfordshire	Increase in community group engagement (through Low Carbon Hub and Community Action Groups) against 2011 baseline	April 2014
		Page 10

<p>6. Set up the OxFutures Fund as part of Oxfordshire Total Retrofitted by Oxford City Council in partnership with Oxfordshire County Council, to attract private sector funding and to support community energy efficiency projects across the county.</p>	<p>At least £5.5m private sector funds committed or invested in energy efficiency and renewable energy projects across the public estate.</p>	<p>By 2016</p>
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<p><b>Commitment:</b> In order to meet our 2030 objective to Protect and Enhance the Biodiversity of the County we will:</p>		
<p><b>Justification:</b></p>		
Specific action (s)	Measure	Timescale
<p>7. Develop a green infrastructure framework</p>	<p>Draft framework published.</p>	<p>April 2014</p>
<p>8. Increase the proportion of Local Sites in positive conservation management</p>	<p>Oxfordshire BAP 2015 targets.</p>	<p>2015</p>

**Notes**

- a) Specific actions and measures for 1, 2, 3, 4, 7, and 8 were endorsed at the Joint Environment and Waste partnership meeting on Friday 24 June 2011.
- b) Revised wording for 3 was submitted to the Oxfordshire Partnership meeting in March 2012.
- c) Specific actions 5 and 6 were presented in the work programme to the last meeting; they support the 2030 priority 3, Reduce Greenhouse Gas Emissions, and measure 5, which was endorsed at the meeting on 24 June 2011.

## Annex 2 Climate Local Process

1. Climate Local replaces the Nottingham Declaration, which was launched in 2000 and signed by most UK local authorities including those in Oxfordshire. The aim of Climate Local is to help drive and support council action to reduce carbon emissions and develop resilience to the effects of a changing climate and extreme weather. Climate Local has strong central government backing and is a key part of the Memorandum of Understanding between the LGA and government.
2. Signing up to Climate Local involves a four-stage process:
  - i. **Sign up/refresh:** the first stage is to sign the commitment (shown in Annex 1) as a local authority or group of authorities, who will then be added to the list of signatories on the website.
  - ii. **Declare targets and action:** the next step is to set out – within 6 months, the commitments the partnership intends to make.
  - iii. **Share learning and experiences:** once signed up, the partnership will be expected to share practice with other organisations, communities and stakeholders.
  - iv. **Report on progress:** the partnership will be asked to share progress on commitments once a year.
3. Climate Local can be signed by individual authorities or groups of authorities.

**Annex 3: Climate Local Commitment**



**Climate Local Oxfordshire:**

**Our commitment to taking action in a changing climate**

We recognise that our councils have an important role to help our residents and businesses to capture the opportunities and benefits of action on climate change. These include saving money on energy bills, generating income from renewable energy, attracting new jobs and investment in ‘green’ industries, supporting new sources of energy, managing local flood-risk and water scarcity and protecting our natural environment.

**We will progressively address the risks and pursue the opportunities presented by a changing climate, in line with local priorities, through our role as:**

- Community leader – helping local people and businesses to be smarter about their energy use and to prepare for climate impacts;
- Service provider – delivering services that are resource efficient, less carbon intensive, resilient and that protect those who are most vulnerable to climate impacts;
- Estate manager – ensuring that our own buildings and operations are resource efficient, use clean energy, and are well prepared for the impacts of a changing climate.

In signing this commitment, **we will:**

- **Set locally-owned and determined commitments** and actions to reduce carbon emissions and to manage climate impacts. These will be specific, measurable and challenging;
- **Publish our commitments, actions and progress**, enabling local communities to hold us to account;
- **Share the learning from our experiences and achievements** with other councils; and
- **Regularly refresh our commitments and actions** to ensure they are current and continue to reflect local priorities.

[Date]
[Name of council or group of councils]    Oxfordshire Environment and Waste Partnership
[Signature of Chair of Partnership]
[Signatures of Members of Partnership]

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**OXFORDSHIRE WASTE PARTNERSHIP JOINT COMMITTEE**

**22 March 2013**

**Oxfordshire Green Schools**

**1 Purpose of Report**

- 1.1 To seek approval for a five-month extension to the current Oxfordshire Green Schools education service contract provided by the Groundwork Trust.

**2 Background**

- 2.1 The Oxfordshire Environment and Waste Partnership (OEWPP) let a joint contract for environmental education in September 2011. The contract was awarded to Groundwork Thames Valley (now the Groundwork Trust), which delivers the Oxfordshire Green Schools programme across the county. The programme aims to raise understanding of sustainable waste and energy management practices for school children aged 4 to 16 years. The contract is for two years, plus an optional two year extension. The initial two year agreement is due to end on 24 October 2013.
- 2.2 OEWPP received a report and presentation on the first year's performance of the contract in October 2012, where it was reported that over 100 different schools had been visited through a combination of the lighter touch one day workshops, roadshows and the through the more in-depth hub school programme.
- 2.3 The programme continues to perform well. A second Oxfordshire Green Schools conference is being planned for October 2013, with funding again being sought from corporate sponsors. Difficulty in recruiting hub schools has been overcome, with the target of recruiting 20 hub schools recently met.
- 2.4 A five-month contract extension to 31 March 2014 is recommended as this will ensure continuity through most of the remaining school year and will also align the contract termination date with the end of the financial year. The extension would be on the same terms and conditions as the existing agreement.
- 2.5 Longer term options beyond the proposed 31 March 2014 contract end date can then be considered by OWP at its October 2013 meeting. Here a decision can be made to either:
- Extend the contract further (for up to a further 19 months; 2 years in total)
  - To re-tender the service
  - To consider other service delivery options (which could include an in-house delivery option).
- 2.6 Reaching a longer term decision in October 2013 would align with the budget setting process for 2014/15.

**3 Financial, Risk and Staff Implications**

- 3.1 Oxfordshire Waste Partnership provides £80,100 of revenue funding per annum for waste education. Oxfordshire County Council provides an additional £30,000 per year for energy education. Revenue funding is in place for the remainder of 2012/13 and has also been included within the OWP 2013/14 budget, which was agreed by the OWP joint committee on 26th October 2012.

**OXFORDSHIRE WASTE PARTNERSHIP JOINT COMMITTEE**

3.2 The Oxfordshire Green Schools Programme has been successful in gaining corporate funding to grow the programme. In year one funding was awarded by Viridor Waste Management to make improvements to the Green Schools bus and towards the Green Schools conference and competition. Npower and Thames Water also provided funding for the conference and competition. In all, £14,000 of external funding was obtained over the first year of the contract. Funding applications are currently being developed for this year's Green Schools Conference and also for the installation of some larger scale on-site composters for schools.

**4 Areas Affected**

4.1 The Oxfordshire Green Schools programme operates countywide.

**5 Effect on Strategic Policies**

5.1 The Environmental Education Service supports a number of aims within the Joint Municipal Waste Management Strategy by promoting waste reduction, reuse and recycling. The service also delivers lessons and activities on litter, supporting OWP's local environmental quality agenda.

5.2 The service particularly supports Policy 3 - The Oxfordshire Waste Partnership will help householders and individuals to reduce and manage their wastes through the provision of advice and appropriate services.

5.3 In addition, the service contributes to the Schools Carbon Reduction Strategy overarching outcome that "schools are able to measure, understand and take action to reduce their overall carbon footprint". Specifically it addresses outcome 6: "schools use their own carbon footprint to integrate energy efficiency and climate change into the curriculum" through the lessons on energy efficiency, where energy comes from and general climate change messages.

**6 Options or Alternatives**

6.1 N/a

**7 Recommendations**

7.1 That the progress of the Oxfordshire Green Schools programme is noted and that the Groundwork Trust is asked to agree a five month extension to the current contract, taking the agreement through to 31 March 2014.

**8 Reasons for Recommendations**

8.1 i. To promote waste reduction and energy efficiency initiatives to Oxfordshire schools and communities; helping everyone reduce waste and energy usage.

ii. To work together through the provision of co-ordinated services to maximise the efficient use of resources within Oxfordshire.

**9 Contact Officer**

9.1 Author: Wayne Lewis Tel: 01295 221903  
 Email: Wayne.lewis@cherwell-dc.gov.uk

Background Papers: OEWP Agenda item J2, 26 Oct 2013 "Oxfordshire Green Schools end of year report: Groundwork Trust".