

**Gloucestershire Joint Waste Committee
Action Plan - 2018/21**

Key

Red	Major Issues or delays.
Amber	Minor issues or delays.
Green	Proceeding to plan.

	Project	Affecting	Objective and /or Outcomes	Target completion date	Progress update	RAG Status
1	Strategic Direction					
1.1	Benchmarking review of current collection services.	All	To understand the relative cost and performance of current waste and recycling services across Gloucestershire.	Oct-18	Completed. Benchmarking of current Gloucestershire services conducted as part of Cotswold District Council (CDC) collection service review. Results have been presented to SMG.	
1.3	Service Integration Routemap.	All	To develop a preferred option and pathway to service integration.	Oct-19	Public consultation for CDC service review approved at June JWC and adopted as a broad template for any future such consultations. JWC considered CDC collection options appraisal outcomes and their wider applicability at its Oct meeting. The CDC approach provides a template for future service reviews. Some further work needed to agree timelines for future reviews.	
1.4	Continue to encourage GCiC and SDC to join the JWC.	All	To develop an overall strategy and optimised delivery framework for efficient, effective and inclusive resource management in Gloucestershire.	Ongoing	Officer level meetings continue with Gloucester City. Further meeting planned with SDC.	
1.5	Review and renew the Gloucestershire Joint Municipal Waste Management Strategy.	All	To agree a vision, priorities and targets for municipal waste management in Gloucestershire beyond Mar 2020.	Feb-20	Through ADEPT, the JWT has been involved in stakeholder consultation on the development of a new national waste and resources strategy. The strategy was published in December, and consultation will take place throughout 2019 and beyond. This will inform the development of our own revised JMWMS in 2020.	
3	Procurement					
3.1	Procurement of a replacement composting contract for garden waste collected in Gloucestershire.	All	New contract to compost garden waste.	Jan-20	Procurement project to commence Jun 2019 with project planning underway.	
3.4	Procurement of waste transfer from the north, east and west of county.	GCC	To ensure adequate long term waste transfer is in place to support FoD, TBC, CBC & CDC.	Mar-19	Contract award letters issued in Dec 2018. 10 day standstill period has elapsed and contracts are now being finalised.	
3.8	Dry recycling material transfer extension/procurement.	TBC	To ensure that there are adequate arrangements in place for the transfer of mixed dry recycling to the MRF beyond the end of the current contract term.	Apr-19	Project complete and an extension to the existing arrangement has been agreed.	
3.9	Support CBC and TBC to develop costs and delivery plan for possible direct delivery of waste to Javelin park	CBC & TBC	Cost evaluation and potential mobilisation exercise	Mar-19	Estimated costs of direct delivery developed and submitted to GCC. Discussions regarding waste transfer and direct delivery are now complete.	
4	Service Development, Efficiency and Improvement					
4.1	Review options for dewatering and recycling street sweepings and gulley waste.	All	To assess and, if economically viable, arrange recycling of street sweepings and gulley waste.	Mar-20	Street sweepings are classed as Contract Waste under the Residual Waste Treatment Contract with UBB (Javelin Park). Discussion underway with UBB on possible solutions.	

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4.2	To review and establish how new developments that cross boundaries will be serviced.	CBC/TBC	To undertake a business case for a consistent service in the JCS area around Cheltenham, which crosses district boundaries. To ensure that the preferred collection service is aligned with wider GJWC work on service integration.	Oct-19	Discussion underway with the planners to understand development timescales.	
4.12	Work with Ubico to undertake a review of the discretionary trade waste service to ensure it is operating on a viable commercial level.	TBC & CBC	Present review findings to authorities and gain support for service improvements.	Oct-19	Independent review completed by APSE and considered by SMG. Future strategy yet to be agreed and as a result of residual waste transfer work, completion of this action has been delayed. Agreed at December JWC meeting carry across into 2019-20 action plan.	
4.13	Investigate the collection of WEEE (and other possible recyclables) at the kerbside.	TBC	Investigate the options for kerbside collection with a view to increasing the capture rate of WEEE.	Oct-19	The RCV fleet has been assessed by Dennis for the suitability of collection cages and currently awaiting prices. Recycling outlets for the materials needs to be sought then an options appraisal of the cost and likely benefits for providing the additional recycling options. If viable, roll out would be after refuse services start taking waste to javelin park due to the location of the under chassis collection cages. This will be carried over to the 2019-20 action plan as the vehicles will not be diverted from landfill until well into 2019-20.	
4.14	Street cleaning operational review.	TBC	To improve the effectiveness of street cleansing in the borough.	Oct-19	A review of the current service is underway with Ubico. Draft schedules are being drawn up for the sweeper routes. Litter picking and bin emptying schedules are being compiled and zones / frequencies reviewed.	
4.15	Bulky waste collection service review.	TBC	To consider service options with the aim of improving service levels and reducing waste to landfill following an audit of the service and assist in implementing the recommendations.	Oct-19	Some work is underway internally at TBC as the collection vehicle is on occasion struggling to meet the demand of both bulky collections and bin deliveries combined. JWT officers will be required to support this.	
5	Organisational / Systems					
5.1	Review JWC funding arrangements.	All	To ensure that funding arrangements remain sufficient to deliver JWC objectives and are shared equitably by the partner councils.	Mar-19	Revised completion date of Mar 19 agreed at Jun GJWC meeting. Wider review now needed given CBC's planned exit from the GJWC. Revised completion date of Oct 19 sought	
5.2	Review JWT staffing structure.	All	To ensure sufficient resources are in place to support partner councils and deliver JWC objectives.	Ongoing	Recruitment of vacant WDA roles soon to get underway. Wider changes will be subject to findings of a wider review of the GJWC to take place during 2019.	
6	Communications and Behavioural Change					
6.1	Communications campaign highlighting the importance of separating the right materials for recycling.	All	Maintaining high quality recyclable materials and minimising contamination.	Mar-19	CBC has publicised the need for pre-sorting since 1st April, with the use of bin tags and the back page of the 'Your Guide'. CDC beginning a promotion on the need for pre-sorting in order to provide good quality recycling. TBC produces the annual recycling calendar which includes what should and should not be included in all the recycling services. Recycling communications is also a standard feature in the triannual Borough News magazine.	

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6.2	Communications campaign to promote food waste prevention and recycling.	All	Encourage residents to reduce food waste, maintain high capture rates of food waste for recycling and minimise the amount of food waste within the residual waste stream.	Mar-19	First and second phase of activity completed during football world cup and recycle week. Food waste will be the main focus of the Christmas campaign (to include press and radio ads and social media).	
6.3	Communications campaign to promote the reduction and recycling of plastic waste.	All	Encourage residents to reduce consumption of single-use plastics, maintain high capture rates of plastic for recycling and minimise the amount of plastic materials within the residual waste stream.	Mar-19	Recycling of plastic bottles is being promoted through the Recycle for Gloucestershire "Waste Free Wednesdays" articles. It was also promoted as part of the Recycle for Gloucestershire World Cup campaign. The National Recycle Week in September also focused on plastics.	
6.7	Promote garden waste collection schemes in all districts.	CDC, CBC, FoDDC & TBC	To promote and sustain uptake in garden waste collection services.	Ongoing	Promotions of garden waste service for CDC,CBC, FODDC and TBC have been completed.	
7	Safety, Health and Environmental impact of operations					
7.1	Monitoring, reporting and continuous review of health and safety policy and practices of GJWC contractors and service providers.	ALL	To ensure safe working practices are in place and to establish common processes and best practice.	Ongoing	Health & Safety is monitored on a ongoing basis as part of the contract management for each of the authorities. H&S is a standing item for all contractor meetings and the team continually assesses the numbers and detail of lost time, non lost time and near miss incidents. A report on 2018/19 activity was presented to the Jun 2018 JWC meeting.	