

Appendix 1 Action Plan 2015/16

Partners	Project	Lead Officer(s)
1. Engagement with customers		
All Partners	Engage in campaigns and activities to support waste minimisation and waste diversion in low recycling participation areas and engage with producers of excess waste.	AP
All Partners	Promote recycling opportunities using available media	AP
CDC/CBC/FOD/TBC	Promote garden waste collection schemes	SW / RC / ML / JD
CBC/CDC/FOD	Investigate the potential to retrieve non approved residual bins	RC / SW
GCC	Maintain and deliver the schools and community education programme	AP
GCC	Develop and maintain the Master Composters and other community champion networks.	AP
All Partners	Explore the opportunities to increase re-use through HRC shops, Swindon Rd recycling centre, community groups and other initiatives	TC / AP
TBC	Review website and recycling pages to ensure information is relevant and up to date	JD
FOD/CBC	Actively explore options for adding new materials such as cardboard, plastics and cartons within kerbside collections	RC / SW
2 Procurement		
CBC	Assist Ubico to assess business case for new recycling vehicles	SW
CBC/CDC	Materials recycling and sales project to market recyclable materials collected through the contracts	SW
GCC	Support the procurement of a new recycling/waste collection contract for premises (schools, offices, fire stations etc)	AP

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2.5	GCC	Carry out a review of the HRC contract and make a recommendation on the preferred procurement strategy	TC
2.6	FOD	FODDC waste and recycling collection, bring bank and bulking facility procurement and service design options project	RC
2.7	FOD	Research and analyse the procurement options for the FODDC street cleaning contract	RC
2.8	CDC/CBC/FOD/TBC	Review garden waste billing systems	JD/RC/SW
2.9	CDC/CBC/FOD/TBC	Review the overall procurement of receptacles for recycling, food waste etc. to ensure best value is achieved	JD/RC/SW

3 Operational review

3.1	GCC	Take steps to alleviate queuing at Hempsted HRC	TC
3.2	GCC/CBC	Explore new recycling opportunities at the Household Recycling Centres, including Swindon Road.	TC / SW
3.3	CBC/GCC	Investigate options to reduce landfill waste being received at Swindon Road Recycling Centre including targeting trade abuse	SW / TC
3.4	GCC	Review the acceptance of trade waste at HRCs	TC
3.5	All Partners	Develop and deliver programmes to tackle fly tipping	RC
3.6	TBC	Review contract monitoring arrangements with MRF contractor	RC / RS
3.7	All Partners	Work with Ubico to ensure that business expansion does not have a detrimental effect on services.	SW / RC / TC
3.8	TBC	Identify new bring site opportunities (WEEE and textiles)	RC / JD
3.9	TBC	Work with local fast food retailers to encourage them to be proactive in clearing up takeaway litter	JD / TBC
3.10	TBC	Investigate options for new recycling and waste management schemes at the larger new development sites	JD / TBC
3.11	GCC	Investigate options for recycling plastic bags arising from de-bagging at the AD plant.	TC

3.12	CDC	Develop options with a view to introducing a trial of 120L bins as a standard refuse container in new developments	SW
3.13	GWP Partners	Review the County wide collection of sharps and clinical waste collections	TC
4	Infrastructure		
4.1	CDC	Work with CDC and Ubico to support the mobilisation of the new depot	SW
4.2	CBC/CDC	Support Ubico in mobilisation of bulking facilities	SW
4.3	GCC/CBC/TBC	Assess cost/benefits of Residual Waste Transfer in northern parts of the county	TC
5	Surveys/ Research		
5.1	All Partners	Plan and carry out a residual waste composition analysis	AP
6	Contribution to Corporate Initiatives		
6.1	All Partners	Report on waste reduction & recycling performance as required by individual partners	TC / RC / SW
7	Strategic		
7.1	All Partners	Encourage non GJWC partners to join the committee	SR
7.2	All Partners	Undertake a review of the Joint Municipal Waste Management Strategy	AP
7.3	All Partners	Appraise the pros and cons of kerbside sort, co-mingled (and hybrid) systems with particular regard to safety, material quality, performance, ease of use, regulatory compliance and affordability including review of successful models adopted outside Gloucestershire	AP
7.4	All Partners	Transition of oversight of the residual waste treatment project to the JWT.	SR

7.5	All Partners	Lobbying for alternative ways to encourage and motivate residents to reduce residual waste	SR
	All Partners	Review JWT structure and implement changes	SR
7.6	Glos City	Assist Gloucester City Council to undertake a review of kerbside collection services ahead of ordering replacement vehicles (links to 7.3). Scope of input to be agreed.	To be confirmed

When	Expected Outcome
See Waste Marketing and Behaviour Change Programme	Support behaviour change, reduce waste and increase waste diversion. Aim to achieve higher participation in recycling services and reduce waste to landfill
Feb 15 -Jun 15	Increase waste minimisation and recycling performance
Feb 16 -Jun 16	Increase uptake in garden waste service.
From Spring 2015	Reducing waste to landfill
See Waste Marketing and Behaviour Change Programme	Increased participation in 3Rs reduce, reuse, recycle
March 15 to April 16	Build capacity within the community to encourage participation in recycling services
March 15 to April 16	Push waste up the hierarchy
March 15 to May 15	Information provided is up to date and appropriate
March 15 to April 16	Meet customer and partner aspirations as resources allow
Sept 15 to March 16	New fleet in service from 2017
Jan 15 to Sept 15 (CBC)	Maximise income for recyclable materials
Jun 15 to completion (CDC)	Contract to commence August 2016 - intention to add food waste. To be endorsed by JWC prior to sign off at GCC Cabinet
March 15 to April 16	

March 15 to Sept 15	A report to Joint Waste Committee and GCC Cabinet on the options for the HRC contract
Sept 14 to Dec 16	A report to Joint Waste Committee and FoDDC Cabinet (Nov 15) on the options for the contract
Sept 14 to Dec 16	A report to Joint Waste Committee and FoDDC Cabinet (Nov 15) on the options for the contract
March 15 to Sept 15	Ensure systems for billing are the most cost effective for all partners
March 15 to Sept 15	A report to Joint Waste Committee setting out how to achieve best value from procuring receptacles.

March 15 to April 16	Improved customer service
March 15 to Sept 15	Investigate the opportunities to recycle additional materials e.g. carpet, rigid plastic and consider the roll out of black bag opening to all HRCs
March 15 to Sept 15	Reduce residual and increase reuse and recycling
March 15 to Sept 15	Subject to findings of the review agree and undertake appropriate actions
March 15 to April 16	Deter fly tippers
March 15 to May 15	Ensure contract and Waste Regulation compliance
March 15 to April 16	A high standard of service delivery is maintained
June 15 to Sept 15	Increased recycling and opportunities to de-pollute the waste stream
October 15 onwards	Cooperation with retailers, a reduction in litter and a positive effect on the local environment
April 15 to Sept 15	Identify achievable options for new large scale developments for more sustainable waste management.
April 15 to Sept 15	Extracted bags are either recycled or sent to EfW plants.

April 15 to Sept 15	Evaluate the impact on recycling of reduced residual capacity
March 15 to April 16	To determine the most cost effective way of providing these services

March 15 to delivery	Mobilisation to enable the site to be used for service delivery
March 15 to delivery	Deliver operational bulking facilities
March 15 to Sept 15	Arrangements for the delivery of residual waste to Javelin Park

March 15 to delivery	Mobilise the waste sort project
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Quarterly	Report performance corporately
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March 15 to April 16	Work with non-partners to understand the business case and other benefits of joining the GJWC
March 15 to April 16	Complete and publish review
March 15 to April 16	Ensure that when assessing collection systems in respect of regulatory compliance and for future service specifications we recommend the most effective system for the collection of recyclables and food, garden and residual waste
March 15 to April 16	Transition plan to be agreed with GCC to cover the move from construction and commissioning to full operation.

After May 2015	Seek opportunities to lobby Government and others to make sure our voice is heard in the debate about waste issues
Complete by Jul 2015	Carry out a review to ensure the JWT structure is fit for purpose.
To be confirmed, provisionally complete by Dec 2015	A report to Gloucester City Council by City officers on options with input from JWC as required and as agreed.