

WEST OXFORDSHIRE DISTRICT COUNCIL

Minutes of the meeting of the Environment Overview & Scrutiny Committee
held in Committee Room 1, Woodgreen, Witney, Oxon
at 2.00pm on Thursday 13 June 2019

PRESENT

Councillors: David Harvey (Chairman), Alaa Al-Yousuf (Vice-Chairman), Richard Bishop, Jill Bull, Mike Cahill, Andrew Coles, Julian Cooper, Owen Collins, Harry Eaglestone, Ted Fenton, Liz Leffman, Martin McBride, Elizabeth Poskitt and Alex Postan

4. CHAIRMANS REMARKS

Mr Harvey welcomed Members to the first meeting of the Committee in the new municipal year.

5. APOLOGIES FOR ABSENCE AND TEMPORARY APPOINTMENTS

There were no apologies for absence. Councillor Cooper attended for Councillor Kieran Mullins.

6. MINUTES

RESOLVED: That the minutes of the meetings held on 1 February and 16 May 2019 be approved as correct records and signed by the Chairman.

7. DECLARATIONS OF INTEREST

There were no declarations of interest from Members or Officers in matters to be considered at the meeting.

8. PARTICIPATION OF THE PUBLIC

No submissions were received from the public in accordance with the Council's Rules of Procedure.

9. COMMITTEE WORK PROGRAMME 2019/2020

The Committee received the report of the Head of Democratic Services seeking consideration of a work programme for the committee for 2019/2020.

9.1 Thames Water Flood Prevention and Infrastructure Issues

In response to a question from Councillor Harvey, Claire Locke, the Group Manager-Commissioning advised that Matthew Kirby, Business Manager-Environmental and Regulatory Services, had been tasked with making arrangements for the 2019 Water Day. In order to make sure that stakeholders were able to send appropriate representation, Members made it clear that arrangements should be finalised without any further delay.

Councillor Harvey requested that Mr Kirby liaise with him over dates to ensure that he would be able to attend. Councillor Leffman made reference to problems regarding the sewerage system in Finstock and asked that Thames Water be invited to send representatives who would be in a position to direct that action be taken on such matters.

9.2 Open Space Grass Cutting

Councillor Coles suggested that the recent change in the composition of the Witney Town council might offer an opportunity to develop a collaborative approach to the maintenance of public open space.

Councillor Harvey advised that there had never been a lack of will on the part of the Town Council but that Ubico had not been in a position to tender for work when the Town Council's contract fell due for renewal.

Mrs Locke indicated that she would be happy to investigate the suggestion further but cautioned that, during earlier discussions, it had proved difficult to agree an equitable division of responsibilities so as to render cost implications neutral.

Councillor Poskitt indicated that, in Woodstock, she found it difficult to establish where the responsibility for individual parcels of land rested. Mrs Locke advised that, whilst not fully comprehensive, the Council's on-line mapping system provided such information and it was **AGREED** that a link to the on-line database would be circulated. Should Members have difficulty in accessing the information arrangements could be made for a training event to be held.

Councillor Postan noted that the reduction in the frequency of hedge cutting had been beneficial to wildlife and suggested that consideration be given to how such arrangements could be extended.

9.3 Implementation of the Council's Car Parking Strategy

Mrs Locke advised that a positive response had been received from the County Council regarding the proposed changes to on-street parking arrangements in Corn Street and Church Green, Witney, considered by the Committee at its meeting held on 11 October 2018. A copy of the report considered at that meeting can be found on the Council's website [here](#)

Proposals in Witney included the introduction of a one way system around Church Green and revision of the Traffic Orders in both Church Green and Corn Street to make the best use of the available parking provision. The Council had now moved onto a on-street parking review in Woodstock where the presence of a range of stakeholders and interest groups with differing views had resulted in a rather lengthy and involved process. Officers had made it clear that the Council was seeking to adopt a balanced and equitable approach which did not unduly favour one group over another. It was expected that the questionnaire would be finalised and that public consultation would commence shortly.

Councillor Poskitt asked when the consultation process would commence and suggested that the August holiday period should be avoided. Mrs Locke advised that it was hoped to commence the consultation prior to the holiday period but the Council was, to some extent, reliant on the agreement of local stakeholders as to the questionnaire's final content. However, the Council sought to avoid carrying out public consultation during holiday periods.

Councillor Coles questioned whether there were any plans to undertake any further out of hours enforcement action in Corn Street as there had been recent instances of indiscriminate parking which had presented a danger to residents and obstructed the highway. Mrs Locke advised that out of hours enforcement was carried out on a routine basis and undertook to raise Councillor Coles' concerns with colleagues in the Parking team.

Councillor Cooper recognised that there was difficulty in reaching a consensus in Woodstock. Some groups wished to see the introduction of a residents parking scheme and Councillor Cooper asked whether experience in any of the neighbouring districts served by Publica could be used to identify a potential solution.

In response, Mrs Locke advised that, whilst a residents parking scheme operated in Cirencester, this was in residential areas on the periphery of the town centre. There were no comparable locations where such schemes operated in town centre locations. The mix of retail and residential uses in the town centre gave rise to particular difficulties and a residents parking scheme could sterilise parking provision in the centre for long periods. Any proposals put forward had to be equitable and recognise the divergent requirements of individual groups.

9.4 Low Carbon and Environmental Plan – Biodiversity

Mrs Locke advised that the report to have been considered by the Cabinet at its meeting in June had been deferred in view of the recent Government announcements regarding climate change and carbon reduction. A cross-cutting team of Officers from planning, building control, environmental and regulatory services, the waste team and those with responsibility for the carbon agenda had been established to respond to these issues. Mrs Locke advised that the Council already had a number of related initiatives in place but that more could be done. However, it was thought more appropriate to devise an overall strategy rather than to respond to specific issues in isolation.

Councillor Coles indicated that the question of biodiversity had been singled out as, whilst other associated areas were important, the Council had a statutory obligation in terms of biodiversity that it was currently failing to meet. He recognised the logic of the suggested approach but stressed that it ought not to distract from or delay the Council in addressing this deficiency. Mrs Locke undertook to take up these concerns with her colleagues.

Councillor McBride questioned the timescale for this work and Mrs Locke advised that a draft action plan was being prepared. Although this required further work there was a desire to progress this rapidly and it was anticipated that a report would be submitted to the Cabinet in September. Councillor McBride stressed that this work should be carried out as a matter of priority.

9.5 Environmental Regulations

Mrs Locke advised that Officers were considering the potential impact of the United Kingdom's impending exit from the European Union across the whole range of the Council's services. Councillor Harvey reminded Members that there had been a previous comprehensive review of issues regarding air quality, similar to that carried out following the flooding in 2007 which had resulted in the ongoing programme of works undertaken by the Engineering Team.

Councillor Al-Yousuf indicated that it was necessary to take a holistic approach to the question of climate change as greater emphasis was being placed upon this at national level. Further legislation such as that relating to single use plastics was to be anticipated and Councillor Al-Yousuf questioned how the Council was placed to respond to this.

Mrs Locke advised that, whilst it was likely that other requirements would be imposed, requiring the Council to expand its existing initiatives, the Council was well placed. The work already underway reflected the emerging strategies emanating from Central Government. Although this was undoubtedly a period of significant change, the Council was already on the right path to respond to this challenge.

9.6 Waste Collection Data

Members noted the waste collection data provided prior to the meeting, a copy of which appears as Appendix A to the original copy of these minutes. Mrs Locke explained that the high number of missed collections shown in May were the result of a series of non-completed rounds caused by difficulties experienced by Ubico relating to the availability of hire vehicles.

In response to a question from Councillor Leffman, Mrs Locke confirmed that it would be possible to provide a more detailed breakdown of the tonnage and percentages of the different materials collected for recycling. However, only indicative information secured by way of occasional bin audits was available in respect of the composition of residual household waste.

In response to a question from Dr Poskitt, Mrs Locke advised that food waste could not be mixed with the garden waste collection as there were strict regulations governing what could and could not be processed.

9.7 Review of Markets

Councillor Harvey reminded Members that, in 2012, the Council had established a small team of Members and Officers to conduct a review of the Council's Markets. The project team's report was considered by the Cabinet in September 2013 and various initiatives were put in place. Councillor Harvey noted that the Witney Market appeared to be somewhat less vibrant as of late and it was **AGREED** that the Committee should receive a report on the way in which the recommendations of the review had been carried forward.

Councillor Coles suggested that this work should be extended to give consideration to the operation of the Witney Farmers Market which also appeared to be in decline.

RESOLVED: That, subject to the amendments detailed above, the Committee's Work Programme for 2019/2020 be approved.

10. CABINET WORK PROGRAMME

The Committee received and considered the report of the Head of Democratic Services, which gave members the opportunity to comment on the Cabinet Work Programme published on 21 May 2019.

10.1 Low Carbon and Environmental Plan

It was noted that consideration of this report had been deferred for the reasons outlined above.

10.2 Approval of Revised Contaminated Land Strategy

Councillor Harvey questioned whether this item should be considered by the Committee prior to its submission to the Cabinet. It was explained that this was simply an enabling paper seeking consent to go out to public consultation.

10.3 Electric Vehicle Charging Points

Members noted the information provided prior to the meeting at the request of Councillor Postan a copy of which appears as Appendix B to the original copy of these minutes.

Mrs Locke advised that the Council was now out to OJEU procurement seeking expressions of interest in three distinct lots. The first was a basic purchase arrangement whereby the Council would have full control over the location of charging points. Secondly, it had invited proposals for a subsidised arrangement which would offer a certain degree of

involvement in the location of charging points and, finally, an open market arrangement which would leave the provider to determine location based upon their assessment of commercial viability.

Once this process was complete the Council would have a framework agreement with a number of pre-evaluated providers, offering different options, upon whom it could draw. Whilst the procurement process had been carried out in partnership with Cotswold District Council, each authority could choose to proceed independently. The procurement process was to conclude on 15 July and it was anticipated that a report would be submitted to the Cabinet in August or September, depending on when the evaluation process is complete. This would enable the project to progress as funding had been set aside in the Medium Term Financial Strategy and the Council would then be in a position to decide upon which basis it wished to proceed.

Although no defined sites had been identified as Officers wanted to seek the views of the providers, there was a desire to see points installed at the Council's offices for use by staff and visitors and at the depot to enable electric vehicles to be trialled.

Mrs Locke advised that the Council had indicated to major fleet suppliers that it would be happy to trial electric refuse collection vehicles. At an estimated cost of £600,000 as opposed to £160,000 for a standard vehicle, it was likely that their purchase would be cost prohibitive initially, however, as with all new technology, it was likely that the cost would fall sharply over time.

Mrs Locke advised that it was anticipated that more tangible information regarding costs for electric vehicle charging points and carbon impact would be available in time for the next meeting.

In response to a question from Councillor McBride, Mrs Locke confirmed that it was also intended to provide charging points for use by the wider public, most likely in the Council's own car parks.

The County Council's innovation hub was currently looking to identify public car parks close to residential areas where charging points could be used by visitors during the daytime and residents during the evening and night. West Oxfordshire wished to compliment the work that was already underway. Mrs Locke welcomed Councillor McBride's offer to share suggested locations for charging points identified by the Carterton Town Council.

Councillor Postan expressed his disappointment with the way in which this project, started some three years earlier, had progressed. The initial objective had been to demonstrate that West Oxfordshire was at the forefront of the move from the use of hydrocarbon fuels to electric power. This initiative would complement the Council's policy of free car parking and show West Oxfordshire as a flagship of new technology. A Working Party had been established and Members had carried out research into the options by which the open market could have provided charging points in the Council's car parks.

A detailed specification had been drawn up demonstrating how this could have been achieved but the project had been expanded to incorporate other authorities whilst ignoring the original objective. West Oxfordshire had been left behind and the initiative subsumed by the County Council's programme.

Councillor Postan considered this to be indicative of a failure in process resulting from the absence of a champion within the Cabinet to drive the programme forward and the decision to undertake a joint procurement exercise and adopt a more wide ranging

approach than originally envisaged. The original concept had been let down by process and it was unacceptable that it had taken over two and a half years to implement a small scale project.

Councillor Harvey indicated that the Council was obliged to follow due process and, in doing so, was subject to the inherent delays.

Councillor Ted Fenton advised that the Bampton Parish Council had found that discussions with the County Council over the installation of charging points in the village had progressed rapidly.

Mrs Locke advised that the County Council had not yet commenced its procurement process and was still awaiting the outcome of a funding bid. West Oxfordshire had offered to share its procurement documents with the County to expedite the process.

Councillor Poskitt indicated that this was something of a 'chicken and egg' scenario as charging points would not be used if people did not purchase electric vehicles but people would not do so if there was nowhere they could be charged.

Councillor Postan suggested that there should be a shift of emphasis to achieve a speedy conclusion and Mrs Locke advised that the evaluation process would be carried out as soon as the procurement process closed.

Councillor Harvey asked that Members of the Committee be informed of the outcome and Mrs Locke advised that a report would be submitted to the Cabinet where a decision would be dictated by cost and the level of control Members wished the Council to retain.

In response to a question from Councillor Cooper, Mrs Locke advised that the report would be brought to the Cabinet in August or September.

RESOLVED: That the Cabinet Work Programme published on 21 May 2019 be noted.

11. JOINT MUNICIPAL WASTE MANAGEMENT STRATEGY FOR OXFORDSHIRE

The Committee received and considered the report of the Environmental Services Manager, together with the draft Joint Municipal Waste Management Strategy for Oxfordshire.

Mrs Locke indicated that the draft strategy set out a bold and ambitious target to increase the amount of household waste recycled in the County to 70% by 2030. Achieving this would require significant changes as, whilst the current recycling rate was some 60%, there was scope for improvement. Communication would be the key to achieving this target and Members would be faced with difficult decisions going forward. It was likely that the Council would have to take a harder line on what it would accept in household waste in the future as well as looking at the frequency of collection and bin size.

Once again, the Council was facing the prospect of responding to a period of significant legislative change. It would be down to individual authorities as to how they endeavoured to reach it but the new target would undoubtedly be difficult to achieve.

Officers had some concern over the Government's suggestion that it would fund the introduction of a free garden waste collection service as there was no guarantee that Central Government funding would be maintained. Equally, it was considered that a free garden waste collection service, with its consequent impact upon the carbon footprint resulting from increased vehicle movements, could discourage home composting.

Mrs Locke drew particular attention to the figures set out at page 16 of the draft Strategy which indicated that, forming almost 30% of household waste, food waste was by far the greatest proportion of recyclable material still finding its way into the residual waste bin.

Councillor Al-Yousuf made reference to the information on page 14 of the Strategy which illustrated the proportion of recyclable material sent for processing overseas and questioned whether the Council could be certain that it was being dealt with appropriately.

Mrs Locke explained that it was difficult to give such an assurance as such material passed along a lengthy chain and, whilst it started its journey with reputable contractors, it was only possible to follow its progress so far. She explained that, whilst it was necessary to send certain materials overseas as there was no ability to process them in the UK, there would be a need to take account of the resulting carbon impact in future.

Councillor Al-Yousuf indicated that this was an issue that would have to be addressed at national level following the Prime Minister's recent announcement regarding carbon neutrality.

Councillor Postan questioned whether any other materials could be recycled at home and Mrs Locke advised that she was not aware of any. She suggested that further technological advances would be required before any other material could be recycled at home and undertook to investigate and report back as appropriate.

Whilst welcoming moves to encourage home composting, Councillor Coles questioned whether this represented a practical solution in the types of new properties currently being constructed in the District. He reiterated a suggestion that he had made previously that displaying information regarding the volume of recyclable material being sent to landfill on the sides of refuse collection vehicles would help drive the message home. Councillor Postan suggested that such information could also be displayed on wheeled bins.

Councillor Coles questioned whether the percentage of recyclable material sent to China for processing shown in the draft Strategy remained accurate following that Country's decision to stop taking plastic waste from overseas and expressed concern at the practice in general in terms of carbon impact. He believed that countries should deal with their own waste and that the carbon impact of transporting material to other countries should be factored into the decision making process.

Mrs Locke agreed that it was essential to understand the full carbon lifecycle of such material so as to be fully aware of the implications. She advised that there was no expectation that all households would home compost but the concern was not to do anything to dissuade those who did from doing so.

Councillor Al-Yousuf considered that home composting should be feasible in the majority of households and suggested that a scheme should be devised to encourage it. Councillor Harvey reminded Members that such initiatives had been employed in the past, including the provision of home composters at no cost, but that there had been a limited take up.

Councillor Poskitt noted the fact that flyaway plastics could no longer be collected had an impact and went on to suggest that, rather than provide general waste bins in public places, those with separate recycling facilities should be installed. Mrs Locke advised that some divided bins had already been provided and, whilst these were more expensive to service, these were the sort of initiatives that the Council would have to explore.

Councillor Leffman suggested that the Council ought to work with retailers such as the Co-op to promote recycling of food waste. Mrs Locke concurred and reiterated that the

key to improving recycling rates was communication and publicity through as many and varied routes as possible.

Councillor Ted Fenton suggested that there was some confusion over what could be recycled from area to area and questioned whether there was merit in a more unified approach. Mrs Locke advised that such an approach had been tried in Gloucestershire recently and had been unsuccessful. Council Members and local residents had differing views on the service they wished to see provided and there was a degree of inertia and resistance to change in existing services. Equally, there were differing imperatives in urban and rural areas hence a 'one size fits all' approach was not appropriate.

Councillor Leffman advised that a more cohesive approach was being considered by the County Council but the greatest stumbling block appeared to be the fact that contracts came to an end at different times across the County.

Councillor Harvey reminded Members that when the Council first introduced a recycling scheme, a considerable level of resource in both time and money had been employed to promote its use. Over time, momentum was lost and it was important to reinforce the message periodically. Mrs Locke agreed that it was a battle to keep recycling rates up and noted that the position in Oxfordshire reflected current national trends.

With regard to the draft strategy, Councillor Harvey questioned whether, given the increasing population, the incinerator at Ardley was capable of dealing with the increasing volume of waste. He also suggested that clarification be sought as to where the responsibility for the proposed incineration tax would fall. Officers undertook to raise these questions with the County Council.

(Councillor Ted Fenton left the meeting at this juncture)

RESOLVED: That the report be noted and the Joint Municipal Waste Management strategy for Oxfordshire be endorsed subject to the observations set out above.

12. SINGLE USE PLASTICS ACTION PLAN

The Committee received the report of the Group Manager-Commissioning, together with the Action Plan devised by the Single Use plastics Working Party. Mrs Locke explained that the Action Plan was not a static document but would be developed over time.

Councillor Al-Yousuf advised that the Working Group had met prior to the Committee meeting and had identified a number of issues it wished to consider further. Officers were to report on the resource implications at the next meeting which was to be held on 25 July.

RESOLVED: That the report be noted.

13. AIR QUALITY MANAGEMENT

The Committee received a presentation on air quality management from Philip Measures, Service Leader- Environmental Services, a copy of which appears as Appendix C to the original copy of these minutes.

Councillor Cahill indicated that it had been some 11 years since the Oxfordshire feasibility study had been carried out and an action plan devised. This had identified a route for Heavy Goods Vehicles which had still not been implemented. Problems were not confined to the levels of nitrogen dioxide as these were indicative of the presence of other harmful pollutants. Whilst national annual average objectives sought to limit nitrogen dioxide levels to 40 µgm-3, the European Union target was 25 µgm-3 and the World Health Organisation

had advised that a reduction to 10 µgm-3, would have a positive benefit to health. In addition to nitrogen dioxide, there were concerns over particulate matter and a high level of nitrogen dioxide was more harmful to children than to adults. Councillor Cahill considered that the County Council was guilty of culpable neglect for failing to address this issue and believed that the District Council should have put more pressure on the County to take action.

Mr Measures advised that, whilst there were a number of differing views on the acceptable level of nitrogen dioxide, the Council was obliged to work to the legal limits set down through Regulations. He agreed that particulate pollution was a matter of concern and that levels of nitrogen dioxide were indicative of other particulates. He also advised that the Government was concentrating on those cities where levels were consistently failing.

Councillor Poskitt noted that a recent report had suggested that any level of nitrogen dioxide was detrimental to health and that levels should be kept as low as possible. She questioned whether the increased popularity of wood burners was contributing to nitrogen dioxide levels.

Mr Measures advised that levels on West Oxfordshire did not get close to those relating to health objectives and reiterated that the Council was guided by national and international research and limits.

Councillor Coles advised that he was really concerned about this major public health issue and alarmed that no action plan had been put in place. The District Council had a responsibility and nothing had been done since the decision that the Cogges Link was not to be implemented. In order to reduce levels of pollution he suggested that the Council should encourage walking, cycling and public transport, working with bus and coach operators and haulage companies. Councillor Coles considered that the public deserved more.

Councillor Harvey suggested that the primary issue in Witney was the fact that there was only one river crossing and that all traffic crossing the river travelled through Bridge Street.

Councillor McBride questioned how far target levels were being exceeded and whether there were any penalties. Mr Measures advised that, whilst levels in two specific locations in west Oxfordshire occasionally exceeded target levels, the European Union had threatened to take action in relation to a number of urban areas where target levels were exceeded significantly on a regular basis. He advised that, whilst there was no local action plan in place, a draft had been prepared but that this was waiting for alternative measures to the Cogges Link Road to be identified.

In response to a question from Councillor Coles, Mr Measures confirmed that the continuous monitors had been decommissioned as they now only confirmed the information that they had already provided. Diffusion tubes located throughout the District were sufficient to monitor the position. Councillor Coles suggested that pollution levels would increase with further residential development in the District and Mr Measures advised that continuous monitoring equipment could be recommissioned if the diffusion tubes suggested this to be the case.

Councillor Leffman indicated that particulates originating from tyres and brake pads also contributed to pollution and questioned whether levels of these were monitored. In response, Mr Measures advised that, whilst these were not measured directly, levels of nitrogen dioxide were indicative of other pollutants and these were generally well below levels of concern.

Councillor Postan suggested that levels of morbidity since the withdrawal of leaded fuel and the reduction in the use of diesel powered vehicles should be assessed. The introduction of electric vehicles and the trend towards localising the production of electricity would localise and control pollution.

14. NOTICE OF MOTION – EQUALITY AND THE ENVIRONMENT

The Committee received and considered the report of the Head of Democratic Services which sought consideration of the Notice of Motion regarding equality and the environment referred to the Economic and Social and Environment Overview and Scrutiny Committees by the Council.

Whilst recognising the reasoning behind the Motion, Councillor Harvey indicated that he did not see the data to support it. He advised that, when the Notice of Motion had been considered by the Economic and Social Overview and Scrutiny Committee at its meeting held on 30 May, Christine Gore, the Executive Director – Commissioning, had advised Members that, in developing policies, the Council was required to undertake an equalities impact assessment and/or an environmental impact assessment where appropriate. Whilst these were not generally incorporated as it was considered that to do so would add unnecessarily to a report, Officers would highlight any adverse impact likely to arise from recommendations made in a report. Whilst it was not explicitly reported, this work was carried out as a matter of course.

There had also been some concern amongst Members that the inclusion of a statement at the end of each officer report, giving a statement or impact assessment of policies on equality and the environment implied a lack of faith in Officers. As the Council already had robust arrangements in place to consider these issues, highlighting this in reports would add nothing other than to suggest that it had not done so before.

The Economic and Social Overview and Scrutiny Committee had resolved to advise the Council that it was of the opinion that no further action should be taken on the motion and Councillor Harvey proposed likewise. The proposition was seconded by Councillor Postan.

Councillor Coles expressed his disquiet that Councillor Harvey had chosen to make such a proposition prior to any debate. He considered that the key factor was that, without the results of such assessments being reported, Members could not be certain that they were being carried out. Councillor Coles suggested that it was inappropriate for Members to take decisions without the outcome of such assessments forming part of the report.

The suggested practice was widespread in other authorities; it was a matter of good practice and Councillor Coles stated that he could not see why this could not be adopted as a matter of course as equality and the environment should be at the heart of everything the Council did. Whilst he did not wish to cast doubt on the ability of Officers, Councillor Coles believed that this information was essential for the Council to make informed decisions. Members would be failing in their duty if they simply took it on trust.

Councillor Leffman concurred and expressed concern that consideration of such matters by Officers could become a ‘box ticking exercise’. It was irresponsible to assume that such assessments were being made and Members should ask to see evidence that this work was being carried out and the criteria by which such assessments were being made.

Councillor Poskitt expressed her support for the Motion and indicated that she often found it difficult to see the connection to the references to the Council’s Aims and Priorities in the ‘Reasons’ section of committee reports.

Councillor Postan indicated that Members of the Council had a basic commitment to resist inequality and a duty to comply with legislative requirements. They should question rather than apply an automatic restriction that could skew their actions and decisions. They should critically examine each case rather than skew their actions by regulation.

The proposition was then put to the vote and was carried.

RESOLVED: that the Council be advised that the Committee is of the opinion that no further action should be taken on the motion.

Having been proposed by Councillor Leffman and seconded by Councillor Cooper it was then **AGREED** that a report be submitted to the next meeting outlining the criteria by which equality and environmental assessments are made

15. PERFORMANCE INDICATORS – YEAR END 2018/2019

The Committee received and considered the report of the Group Manager Strategic Support providing information on the Council's performance at the end of 2017/2018.

With regard to EVS3 ((Cumulative) percentage of household waste sent for reuse, recycling and composting), Mrs Locke advised that improved communication was required to reduce the amount of contamination in household recyclables and increase food waste recycling.

In relation to EVS15 (Number of shop mobility visits each day) Mrs Locke advised that, whilst usage had increased, further action would be required to promote the service more widely. Increased use would reduce the unit cost and increase its cost effectiveness.

Councillor Postan suggested that stops for both community buses and commercial bus services should be located close to the shop mobility centre to ensure that those with limited mobility were able to access this vital service. Mrs Locke advised that proposals to create a decked car park at the Woolgate development were under consideration and the possibility of relocating the shop mobility service to that location were being explored.

With regard to ERS6 (Number of fly-tips collected), Councillor Leffman noted that there has been 663 instances of fly-tipping recorded. She questioned whether these were comprised of commercial or residential waste and if there was any apparent correlation between the number of instances and the introduction of charging and restrictions at County Council Waste Recycling Centres. Mr Measures advised that there had been no significant increase in instances of fly-tipping since the introduction of charges for non-household waste and that West Oxfordshire was by no means the worst affected authority. He considered that it was too early to assess the impact of charging.

Councillor Leffman indicated that the number and composition of fly-tips had to be monitored and Mr Measures confirmed that this data was available. However, before it would be possible to reach any firm conclusions, it would be necessary to identify longer term trends.

RESOLVED: That the report be noted.

16. START TIME OF MEETINGS

The committee received the report of the Head of Democratic Services seeking consideration of the start time of meetings for the remainder of the 2019/2020 municipal year.

RESOLVED: That meetings of the committee for 2019/2020 commence at 2.00pm.

17. MEMBERS' QUESTIONS

17.1 Delivery of Waste Receptacles to New Properties

Councillor Leffman indicated that she had received reports of long delays in the delivery of waste receptacles to new properties. Mrs Locke confirmed that there were a number of reasons why the 10 day delivery target was not being met; there had been a problem with defective bin lids which led to a change of suppliers and a greater demand for larger recycling bins. In addition, there was a suspicion that residents were requesting recycling bins for alternative uses such as storage. Efforts were being made to catch up on deliveries and it was hoped that this would be achieved by the end of the month.

17.2 Transport for Members

Councillor Al-Yousuf noted that an increasing number of Member events were being held at the Star College near Cheltenham and suggested that, rather than Members travelling independently, it would be more environmentally friendly and cost effective if car pool arrangements were put in place or transport provided. Mrs Locke undertook to raise the question in the appropriate quarter.

The meeting closed at 4:25pm

Chairman