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# Waste, Recycling and Cleansing Policy Development Advisory Group

**Tuesday, 27th March, 2018 at 6.00 pm**  
**Howard Room, Parkside, Chart Way, Horsham**

The Access to Information Procedure Rules are not applicable to Policy Development Advisory Groups and members of the public may not attend. Members of the Council who are not members of the Policy Development Advisory Group may attend to observe the proceedings, seating for which will be provided, subject to providing advance (by noon of the day of the meeting) written notification to the Chairman of the meeting and [committeeservices@horsham.gov.uk](mailto:committeeservices@horsham.gov.uk)

Councillors: Philip Circus (Chairman)

John Bailey  
John Blackall  
Toni Bradnum  
David Coldwell  
Matthew French

Tim Lloyd  
Christian Mitchell  
Mike Morgan  
Godfrey Newman  
Simon Torn

You are summoned to the meeting to transact the following business

## Agenda

	<b>Page No.</b>
1. <b>Apologies for absence</b>	
2. <b>Notes of previous meeting</b>	3 - 4
To receive the notes of the meeting held on 24/01/18.	
3. <b>Forward Plan Extract for the Waste, Recycling and Cleansing Portfolio</b>	
To note the Forward Plan extract (if any) for the Waste, Recycling and Cleansing Portfolio	
4. <b>New Bin Collections - Project &amp; Programme Update</b>	5 - 14
5. <b>Risk Report</b>	15 - 20
6. <b>Transformation Budget</b>	21 - 22

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**Waste, Recycling and Cleansing Policy Development Advisory Group**  
**24 JANUARY 2018**

Present: Councillors: Philip Circus (Chairman), Toni Bradnum, Matthew French, Tim Lloyd, Christian Mitchell and Mike Morgan

Apologies: Councillors: John Bailey, John Blackall, David Coldwell, Godfrey Newman and Simon Torn

Also Present: Councillor: Roy Cornell

11 **NOTES OF PREVIOUS MEETING**

The notes of the previous meeting held on 14/11/17 were received by the group.

12 **FORWARD PLAN EXTRACT FOR THE WASTE, RECYCLING AND CLEANSING PORTFOLIO**

There was no relevant Forward Plan extract for the Leisure and Culture Portfolio.

13 **BIN COLLECTION CHANGES - PROJECT RISK OVERVIEW**

The Corporate Project Manager provided the group with an overview of the current project risks.

There were concerns of certain communications not reaching every household regarding the new fleet and that the positioning of bins on the street would be different. Additional social media coverage of the changes would be posted as time goes forward, helping to address the change.

Additional staff would be deployed to talk to residents, in the street, about the changes.

The new fleet of vehicles will be more economical over time than the previous fleet.

14 **BIN COLLECTION CHANGES - PROGRAMME UPDATE**

The Corporate Project Manager informed the group that the Programme was on track. Fleet procurement, route optimisation and 'in cab' technology had all been completed.

15 **BIN COLLECTIONS - OPERATIONS DOCUMENT - HOW THE SERVICE  
WILL OPERATE**

The group noted the Operations Document, in particular, the section on contamination of recyclables.

*The meeting closed at 6.10 pm having commenced at 5.30 pm*

CHAIRMAN

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