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Direct line: 01403 215465

# Waste, Recycling and Cleansing Policy Development Advisory Group

**Monday, 22nd October, 2018 at 5.30 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 Blackall  
Toni Bradnum  
David Coldwell  
Matthew French  
Lynn Lambert

Tim Lloyd  
Christian Mitchell  
Mike Morgan  
Godfrey Newman  
Kate Rowbottom

You are summoned to the meeting to transact the following business

Glen Chipp  
Chief Executive

## Agenda

	Page No.
1. <b>Apologies for absence</b>	
2. <b>Notes of previous meeting</b> To receive the notes of the meeting held on 2 July 2018	3 - 4
3. <b>Environmental Enforcement Policy</b> The Cabinet Member seeks the views of the PDAG on the draft Environmental Enforcement Policy before it is considered by Cabinet on 22 November 2018	5 - 14
4. <b>Assisted Collections Policy</b>	15 - 18
5. <b>Isolated Property Collections Review - Workload Balancing Progress Update Phase 1 and 2</b>	
6. <b>Missed Bins - Online Reporting</b>	

7.	<b>Forward Plan Extract for the Waste, Recycling and Cleansing Portfolio</b>	19 - 22
	To note the Forward Plan extract (if any) for the Waste, Recycling and Cleansing Portfolio	

**Waste, Recycling and Cleansing Policy Development Advisory Group**  
**2 JULY 2018**

Present: Councillors: Philip Circus (Chairman), John Blackall, Toni Bradnum, David Coldwell, Lynn Lambert, Tim Lloyd, Christian Mitchell and Kate Rowbottom

Apologies: Councillors: Matthew French and Mike Morgan  
Absent: Councillors: Godfrey Newman

Also Present:

24 **NOTES OF PREVIOUS MEETING**

The notes of the meeting held 9<sup>th</sup> May 2018 were received.

25 **WASTE UPDATE - WORKLOAD BALANCING**

The Head of Waste, Street Scene and Fleet provided the Group with an update on workload balancing and the new bin collection service.

When the new collection rounds were formulated it emerged that the two small collection vehicles which serviced the isolated properties in the District did not have the capacity to cover the District in terms of time. The service was being covered for the residents, however a number of properties would undergo some changes to their collection service.

224 isolated properties would be effected by a change to their collection point. This had already been approved by Cabinet. The affected residents would be contacted and the Council would correspond with those to answer any questions or concerns.

Changes would also be made to the collection service affecting around another 1000 properties across the District, these would now transfer off the small capacity vehicles and would be serviced by a larger vehicle from the new fleet, as the new rear loaders did not face the same operation restrictions that the old side loaders did.

Assistance with collections would be provided to those residents in need, i.e. the elderly.

The Cabinet Member insisted that these changes should be rolled out sensitively and legitimate concerns raised by residents would be recognised. An appeals process would be available to those 224 isolated properties, where their collection points would change.

Some Members of the PDAG insisted on equal treatment of residents in terms of their bin collection service despite the proximity of their property to the public highway and suggested that collecting bins from long private driveways was not an financially prudent.

Other waste updates included the recycling service, the officer was pleased to report an increase in recycling rates since the introduction of the new collection service, Members were reminded that the service was still in its early days but the PDAG welcomed the fact that Horsham was currently the only authority likely to achieve the national recycling target.

Further communication would be sent out to remind residents to position their bins correctly, this would accompany explanatory information on the reason for the changes.

Members noted that perspex sided waste bins were being used in communal recycling collection areas to promote recycling rates in those areas, so far this scheme had been successful.

The Cabinet Member would be doing a publicity exercise on fly tipping. This would take place in Carfax in the town centre and would warn people of their liability when using a waste collection service without a waste carrier licence.

The PDAG agreed that a tour of the MBT plant and the waste transfer site in Langhurstwood Road should take place for the new intake of Councillors, as this was considered a useful and informative exercise.

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

There were no relevant tems on the Forward Plan.

*The meeting closed at 6.22 pm having commenced at 5.30 pm*

CHAIRMAN

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**Parkside, Chart Way, Horsham,  
West Sussex RH12 1RL**

## **FORWARD PLAN**

This notice sets out details of key decisions that the Cabinet or a Cabinet Member intend to make, and gives 28 days' notice of the decision under the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012. The notice may also include details of other decisions the Council intends to make.

The reports and any background documents that have been used to inform the decisions will be available on the Council's website ([www.horsham.gov.uk](http://www.horsham.gov.uk)) or by contacting Committee Services at the Council Offices.

Whilst the majority of the Council's business will be open to the public, there will be occasions when the business to be considered contains confidential, commercially sensitive or personal information. This is formal notice under the 2012 Regulations that part or all of the reports on the decisions referred to in the schedule may be private because they contain exempt information under Part 1 of Schedule 12A to the Local Government Act 1972 (as amended) and the public interest in withholding the information outweighs the public interest in disclosing it.

If you wish to make representations about why part or all of the papers should be open to the public, please contact Committee Services at least 10 working days before the date on which the decision is to be taken.

If you wish to make representations to the Cabinet or Cabinet Member about the proposed decisions, please contact Committee Services to make your request.

Please note that the decision date given in this notice may be subject to change.

To contact Committee Services:

E-mail: : [committeeservices@horsham.gov.uk](mailto:committeeservices@horsham.gov.uk)

Tel: 01403 215123

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#### **What is a Key Decision?**

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A key decision is an executive decision which, is likely –

- (i) to involve expenditure or savings of £250,000 or more as well as otherwise being significant having regard to the Council's budget for the service or function to which the decision relates; or
- (ii) to be significant in terms of its effects on communities living or working in an area comprising two or more wards in the District.

	<b>Subject/Decision</b>	<b>Decision Taker</b>	<b>Date(s) of decision</b>	<b>Is all or part of this item likely to be dealt with in private</b>	<b>Contact Officer</b>  <b>Cabinet Member</b> (NB include name, title and email address)
1.	<b>Environmental Enforcement Policy</b> Policy Development Advisory Group 19 November 2018	Cabinet	22 Nov 2018	Open	John McArthur, Head of Waste, Recycling, Street Scene & Fleet Services john.mcarthur@horsham.gov.uk  Cabinet Member for Waste, Recycling and Cleansing (Councillor Philip Circus)

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