



Email: committeeservices@horsham.gov.uk
Direct line: 01403 215465

Waste, Recycling and Cleansing Policy Development Advisory Group

Monday, 19th November, 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

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

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1. Apologies for absence	
2. Notes of previous meeting	3 - 6
To receive the notes of the meeting held on 22 nd October 2018.	
3. Fly Tipping - Presentation	
4. Recycling Contamination - Presentation	
5. Technologies in Waste - Presentation	7 - 14
6. Food Waste - Presentation	15 - 28
7. Forward Plan Extract for the Waste, Recycling and Cleansing Portfolio	29 - 32
To note the Forward Plan extract (if any) for the Waste, Recycling and Cleansing Portfolio	

Waste, Recycling and Cleansing Policy Development Advisory Group
22 OCTOBER 2018

Present: Councillors: Philip Circus (Chairman), John Blackall, Toni Bradnum, Matthew French, Lynn Lambert, Tim Lloyd, Christian Mitchell, Mike Morgan, Godfrey Newman and Kate Rowbottom

Apologies: Councillors: David Coldwell

27 **NOTES OF PREVIOUS MEETING**

The notes of the meeting held 2nd July 2018 were received.

28 **ENVIRONMENTAL ENFORCEMENT POLICY**

The Head of Waste, Street Scene and Fleet presented the draft Environmental Enforcement Policy.

The purpose of the Policy was to allow the Council to investigate and take action against environmental offences successfully without being challenged.

The officer talked the Advisory Group through the draft Policy.

Members noted that dog fouling was covered by the Public Spaces Protection Order.

The Group discussed fly tipping and the difficulties in catching offenders. The Group was advised that the Council would be purchasing cameras to rotate around the hotspots where fly tipping occurs. Signage would also be erected at these sites.

The PDAG was happy with the Policy and noted that it would be presented to Cabinet for approval on 22nd November.

29 **ASSISTED COLLECTIONS POLICY**

The Head of Waste, Street Scene and Fleet presented the proposed new process for Assisted Collections. The Group noted that the policy needed to be overhauled and updated to ensure it was fit for purpose.

The proposed new process was inline with neighbouring authorities. It included an appeals process.

The Group discussed the revised process and also the requirement, in some cases, to provide a doctor's note. Members requested that the officers look into the current cost of doctor's note as they were keen to ensure that this process

did not send applicants into financial hardship in the event that they were required to provide one.

The officers advised Members that an element of sensible judgement or a common sense approach would be adopted when considering applications, in some cases it may be necessary to visit the applicant.

The Group noted and was happy with the new policy.

30 **ISOLATED PROPERTY COLLECTIONS REVIEW - WORKLOAD
BALANCING PROGRESS UPDATE PHASE 1 AND 2**

The PDAG received an update on the Isolated Property Collections Review – phase one and two.

A number of letters of appeal had been received in response to the revised collection points, the Council had adopted a flexible and reasonable approach when dealing with these.

Out of approximately 150 properties which had been written to in phase one and two, 61 had been agreed, 35 have adopted the new collection point, 14 were in extended consultation with the Council.

Members were reminded that the exercise was about workload balancing and to ensure that the workload was achievable for the two smaller vehicles without having to provide additional support.

Over 1000 properties had been moved to a larger collection vehicle.

Members requested that the number of properties in the District which were not kerbside collection be provided following the meeting.

31 **MISSED BINS - ONLINE REPORTING**

The Head of Waste, Street Scene and Fleet provided a presentation to the PDAG on missed bins and online reporting.

The Council had a low record of missed bins. Officers were trying to encourage members of the public to report missed bins online.

The statistics were presented to the Group. Figures were expected to reduce even further. Using the online system allowed for a better more efficient and timely response to any missed bins.

The in-cab technology was being integrated with the online reporting system.

Some Members were concerned that this service might be outsourced at some point in the future but the Cabinet Member assured the Group that he supported

an in-house service which was better for the residents and he was not looking to outsource this service.

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

The Advisory Group noted the Forward Plan extract.

The Group noted that a visit to the MBT plant had been agreed and all the Members of the Group expressed an interest in attending. Councillor Lambert would organise this with the Director's PA.

The Group also asked for a brief update on concerns which were prevalent at the time amongst neighbouring authorities about plastics not being collected for recycling. The Cabinet Member would seek an up to date statement from West Sussex County Council and the contractor on the position in Horsham, which would be circulated to all Councillors to allay any concerns which they may have.

The meeting closed at 6.59 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) 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

Tel: 01403 215123

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What is a Key Decision?

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.

	Subject/Decision	Decision Taker	Date(s) of decision	Is all or part of this item likely to be dealt with in private	Contact Officer Cabinet Member (NB include name, title and email address)
1.	Environmental Enforcement Policy 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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