



Email: [committeeservices@horsham.gov.uk](mailto:committeeservices@horsham.gov.uk)  
Direct line: 01403 215465

# Environment, Recycling and Waste Policy Development Advisory Group

**Monday, 29th June, 2020 at 5.30 pm**  
**via Remote Video Link**

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)	
	Matthew Allen	Richard Landeryou
	John Blackall	Tim Lloyd
	Toni Bradnum	Christian Mitchell
	Michael Croker	Louise Potter
	Ruth Fletcher	Diana van der Klugt

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>	3 - 6
To receive the notes of the meeting held on 26 February 2020	
3. <b>Update on Climate Change / Wilder Horsham District Projects</b>	
a) <b>Introduction</b>	
The Environmental Coordination Manager will brief the Group with a general introduction and update.	
b) <b>Reducing the Council's carbon emissions</b>	
The Group will receive an update from the sustainability experts Anthesis, who are working with the Council to agree a target date for the council to become carbon neutral and an associated action plan.	

c) **Wilder Horsham District project**

The Director of Conservation Policy and Evidence, Sussex Wildlife Trust, will give an update to the Group on the Wilder Horsham District Project.

d) **District wide carbon emissions**

The Group will receive a briefing from the Environmental Coordination Manager.

4. **Forward Plan Extract for the Environment, Waste and Recycling Portfolio**

7 - 10

To note the Forward Plan extract for the Environment, Recycling and Waste Portfolio

**Environment, Recycling and Waste Policy Development Advisory Group**  
**26 FEBRUARY 2020**

Present: Councillors: Philip Circus (Chairman), Matthew Allen, John Blackall, Toni Bradnum, Michael Croker, Ruth Fletcher, Richard Landeryou, Louise Potter and Tim Lloyd

Apologies: Councillors: Christian Mitchell and Diana van der Klugt

14 **NOTES OF PREVIOUS MEETING**

The notes of the meeting held on 18<sup>th</sup> November 2019 were received.

15 **UPDATE ON BULKY WASTE PROCUREMENT**

Bids for the bulky waste contract had been invited. No bids had been received although there had been some enquiries.

The collection of bulky waste was a statutory function so would have to be done in house. The Council might go out to tender again in the future.

Work had been completed to improve the online booking system for the collection of bulky waste.

There was a possibility of working with other groups and individuals on the re-use aspect of bulky waste.

The costs of an in house service were broadly the same as if the service were contracted out.

The re-use of items was promoted on the Council's website. West Sussex County Council was opening its first re-use shop and this would also be a way of encouraging the re-use of bulky items.

16 **RECYCLING CONTAMINATION / ACTION PLAN**

The group received a presentation on recycling contamination:

- The amount of contamination of a load was assessed by experts by eye.
- Our contamination rates were much lower than some other areas but had increased and any contamination undermined recycling efforts
- The main items which contaminated recycling were wet paper, food and general waste
- 6 samples a month were taken randomly and assessed to work out contamination rates.

- In 2019 contamination rates were worst in September and December
- Causes of contamination included:
  - i) Lids blowing open
  - ii) Water in vehicles
  - iii) Air vent holes
  - iv) Water in the hopper
  - v) Hiding contamination
  - vi) Food
- In 2018 China banned plastic and paper being imported for recycling
- Viridor had found new markets but the price per tonne of recycling received was lower and there were tighter restrictions on paper quality
- Low grade paper costed more to process than the income received from recycling it
- Hampshire had stopped collecting paper
- It was not so much of a problem paper getting wet at amenity sites as it went straight from there to a mill
- Recycling was now more heavily scrutinised when tipped at transfer stations which meant more loads were rejected
- An action plan had been produced:
  - i) The Council would work with WSCC and Viridor.
  - ii) There had been operational improvements such as the plugging of air vent holes.
  - iii) Contaminated bins were rejected.
  - iv) See through bins had been introduced at some communal facilities and steps would be taken to implement this further
  - v) Residents would be educated through communications and door stepping
  - vi) An improved contamination policy would be implemented. There would be fixed penalties. There would be three stages to the issuing of fixed penalties. Education was still the first option tried. Perpetrators would be dealt with on a case by case basis and the issuing of fixed penalty notices would be a last resort.
- The Action Plan had produced results:
  - i) There had been increased working with WSCC and Viridor.
  - ii) There was reduced water in vehicles
  - iii) There was better cleaning of vehicles
  - iv) Crews could identify contamination in perpex bins
- There was a target to reduce contamination below 8% from May 2020
- With the introduction of the new clear perpex bins, areas of high contamination were being targeted first
- Compostable bags could not be accepted at present as they affected the quality of the composted material
- The reasons some authorities could collect certain items and some couldn't was because there were different facilities for processing in different places. Standardisation across the country could actually lead to a reduction in materials being recycled if it had to be materials which could be processed anywhere

17 **RECYCLING CHAMPIONS INITIATIVE**

- The Council was launching a Recycling Champions Initiative.
- Families were being recruited from across the District.
- There would be an emphasis on food waste.
- Waste audits would be carried out in March and December.
- The participants would make social media posts sharing their ideas for increased recycling
- It was felt that having residents giving recycling messages would have a greater impact than if the messages came from the Council
- 16 families had applied so far
- All participants would be offered a home composter or a green cone
- The food waste audit would compare how much a family was recycling at the start and the end of the scheme

18 **FORWARD PLAN EXTRACT FOR THE ENVIRONMENT, RECYCLING AND WASTE PORTFOLIO**

The extract from the Forward Plan was noted.

There was also an update from the Director of Community Services.

It was noted that food waste counted as recycling as it could be used for energy. WSCC didn't currently have the facilities to process it.

Some of the Group had visited other authorities with very high rates of recycling to learn from them. They had seen that in successful authorities there was a close working relationship between the District and the County.

*The meeting closed at 6.41 pm having commenced at 5.30 pm*

CHAIRMAN

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

## **FORWARD PLAN – Environment, Waste & Recycling portfolio**

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 also includes 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

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

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

(i) to result in the Council incurring expenditure which is, or the making of savings which are, 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)
3.	<b>Purchase of four 3.5 Tonne Vehicles for use by the Litter and Cleansing Department</b>	Cabinet Member for Environment, Recycling and Waste	Not before 4th Jun 2020	Open	John McArthur, Head of Waste, Recycling, Street Scene & Fleet Services john.mcarthur@horsham.gov.uk  Cabinet Member for Environment, Recycling and Waste (Councillor Philip Circus)

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