



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

# Environmental Health, Recycling & Waste Policy Development Advisory Group

Thursday, 14th March, 2024 at 5.30 pm

Wallis room and via Remote Access

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 and may speak, both at the discretion of the Chairman and subject to providing advance written notification to the Chairman of the meeting and [committeeservices@horsham.gov.uk](mailto:committeeservices@horsham.gov.uk)

Councillors: Jay Mercer (Chairman)

Emma Beard  
James Brookes  
Philip Circus  
Nick Grant

Joan Grech  
Kasia Greenwood  
Warwick Hellowell  
Lynn Lambert

You are summoned to the meeting to transact the following business

Jane Eaton  
Chief Executive

## Agenda

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	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 18 <sup>th</sup> January 2024.	
To receive the following items relating to the policy development process:	
3. <b>Domestic Food Waste</b>	
Cabinet report on domestic food waste for policy development.	
4. <b>Commercial Food Waste</b>	
Cabinet report on commercial food waste for policy development.	
5. <b>Isolated Properties</b>	

Cabinet report on isolated properties for policy development.

6. **Section 106 Funds**

7. **Forward Plan Extract for the Environmental Health, Recycling & Waste Portfolio**

7 - 10

To note the Forward Plan extract for the Environmental Health, Recycling & Waste portfolio

**Environmental Health, Recycling & Waste Policy Development Advisory Group**  
**18 JANUARY 2024**

Present: Councillors: Jay Mercer (Chairman), Emma Beard, James Brookes, Philip Circus, Nick Grant, Joan Grech, Kasia Greenwood, Warwick Hellowell and Lynn Lambert

Also Present: Councillors: Roger Noel and Paul Clarke

12 **NOTES OF PREVIOUS MEETING**

The notes of the previous meeting held on 16 November were received. The Cabinet Member advised that a correction was required, to reflect that East Devon was a District Council, rather than a County Council.

13 **COMMERCIAL FOOD WASTE**

The Head of Recycling & Waste gave a presentation that outlined the new legislative requirement for Horsham District Council (HDC) to separate the collection of food waste, for disposal. The business case for offering a commercial food waste collection service was outlined. The costs and proposed pricing structures were detailed, and disposal options were presented. The risks were explained, as well as the expected payback. The Head of Recycling and Waste explained the opportunity the proposal offered, as well as how the proposal could be delivered.

Members discussed the risks, and the ways in which they could be mitigated. It was confirmed that businesses in the District had expressed an interest in food waste collection. The current database of businesses, and pricing strategy were discussed.

The Group queried how the waste would be processed, once collected, and raised concerns about the contamination of waterways as a result of spreading the waste product onto fields. Officers confirmed that anaerobic digestion tanks would process the waste, and a high-grade output would be achieved. As such, there were not concerns in relation to the contamination of waterways.

It was confirmed that HDC would not undertake to obtain its own biodigester, as this did not have significant benefits, and was not within its expertise.

The Group showed support for the proposal to collect commercial food waste.

14 **DOG WASTE**

The Group received a presentation from the Head of Recycling & Waste in relation to the collection of dog waste. The current service provided had reached capacity, and a review was to be undertaken to assess the current rounds. It was highlighted that HDC could only install bins and collect waste on

land owned by the Authority and that there would be a capital cost for any additional rounds.

The Group suggested that Neighbourhood Wardens could provide useful data, as well as parish councils. The Cabinet Member asked Members to provide suggestions of other potential consultees.

Members discussed the challenges of dog waste collection. Concerns were raised in relation to the disposal of dog waste in domestic waste, in light of the potential for 3 weekly collections. The Group were advised that there would be a seminar on food waste, and the frequency of collections remained to be determined.

Concerns were also raised in relation to the detrimental effect on wildlife of worming treatments in dogs. It was confirmed that in the future, animal waste would not be mixed with food waste at the Mechanical Biological Treatment Plant, and as such the risk should be reduced.

It was suggested that there could be a benefit to a collaboration with West Sussex County Council (WSCC). Officers confirmed that this could be explored.

15 **ENVIRONMENTAL HEALTH & LICENSING FEES & CHARGES**

The Head of Environmental Health & Licensing advised that there was a proposed 6.85% increase to the fees and charges for Environmental Health, excluding taxi fares. The fee increase would be considered for approval at the Council meeting in February.

16 **XL BULLIES**

The Head of Environmental Health & Licensing advised the Group that XL Bullies had been banned and defined, but were not a specific breed. It was highlighted that DEFRA were the only authority competent to assess whether a dog was an XL Bully, which was anticipated to be a challenge for HDC, as the collecting authority for strays.

Local Authorities across Sussex were working together, and aimed to establish a Memorandum of Understanding with Sussex Police in relation to dealing with dangerous dogs. The key concern was that XL Bullies that may be collected as strays, cannot be rehomed if their owner is not identified. The main challenge was that HDC may not be able to confirm whether a stray dog is an XL Bully.

The Group discussed the challenges, and the Cabinet Member advised that Group that an Animal Welfare Policy would be developed that would define HDC's environmental health responsibilities, whilst highlighting the benefits that animals bring.

17 **FORWARD PLAN EXTRACT FOR THE ENVIRONMENTAL HEALTH,  
RECYCLING & WASTE PORTFOLIO**

It was noted that there were no items on the forward plan for the Environmental Health, Recycling & Waste portfolio.

*The meeting closed at 6.40 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?**

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</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)
10.	<b>Commercial Food Waste</b>	Cabinet	21 Mar 2024	Part exempt	Head of Recycling & Waste (laura.parker@horsham.gov.uk)  Cabinet Member for Environmental Health, Recycling and Waste (Councillor Jay Mercer)
11.	<b>Domestic Food waste Weekly Collections</b>	Cabinet Council	21 Mar 2024 24 Apr 2024	Part exempt	Director of Communities (paul.anderson@horsham.gov.uk)  Cabinet Member for Environmental Health, Recycling and Waste (Councillor Jay Mercer)

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