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# Waste, Recycling and Cleansing Policy Development Advisory Group

Thursday, 19th January, 2017 at 6.30 pm  
Wallis Room, Parkside

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 and clerk of the meeting.

Councillors: Ray Dawe (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

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	Page No.
1. <b>Apologies for absence</b>	
2. <b>To approve the notes of the previous meeting</b> To approve as correct the notes of the meeting held on 3 November 2016.	3 - 4
3. <b>Notice of temporary amendment to the Leaders' scheme of delegation</b> The group is notified that the Leader will assume the role of Chairman of the meeting.	5 - 8
4. <b>Alternate Weekly Collection Project Plan</b>	
5. <b>Presentation on Recycling Advice</b>	
6. <b>Highway Traffic Management Guidance Changes and Associated Costs</b>	
7. <b>Revised Isolated Properties (Phase 2)</b>	

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**Waste, Recycling and Cleansing Policy Development Advisory Group**  
**3 NOVEMBER 2016**

Present: Councillors: Roy Cornell (Chairman), Toni Bradnum, David Coldwell, Matthew French, Christian Mitchell and Mike Morgan

Apologies: Councillors: John Bailey, John Blackall, Tim Lloyd and Godfrey Newman

Also Present: Councillors Circus and Dawe

13 **TO APPROVE THE NOTES OF THE PREVIOUS MEETING**

The group approved the notes of the meeting of 29 September 2016.

14 **WASTE AND RECYCLING COLLECTION REVIEW**

The Chairman of the group explained that the Council had commissioned Ricardo Energy & Environment Consultants to undertake a full review of the waste collection service. Their task was to assess the current provision and advise on the way forward suggesting how a high-quality service could be maintained and how financial efficiencies could be generated with a particular focus on increasing recycling rates. Ricardo worked with Members in a series of seminars to develop with them an agreed vision for the Waste & Recycling Service and recommended that the Alternate Weekly Collection of waste, similar to schemes operated successfully in Chichester and Mid Sussex District areas and in over 75% of other local authorities, should be the service model proposed to Cabinet for the district.

The Chairman surmised the participation that the group had already had in the preparation of the decision and asked Members for final views before Cabinet would make the decision on 24 November 2016.

Members discussed:

- The exceptions policy
- That there still would be a weekly visit to each household to collect either recycling or residual waste
- Whether there was a requirement to consult with residents
- Approaches at other councils in Sussex and further afield
- The European Commissions' Waste Framework Directive
- The need for more advice and guidance for residents, especially on plastics, and whether that could be moved forward in the timetable
- That the in-house approach to service delivery at Horsham offered flexibility rather than the standardisation offered by private sector contractors

In response, Officers clarified that there was no requirement to consult with residents but that the group had stressed the importance of properly resourcing the communications strategy, preparation and transition work to ensure disruption to residents was minimised. Members would hear more about the education and advice 'door stepping' work at the next meeting of the group.

The general support of the group was received by the Chairman for the proposal to move to AWC and to procure REL vehicles.

15 **GREEN WASTE CHARGES 2017/18**

The Chairman explained that the continuing pressures on the Council's budget and the on-going challenge this presented to future service delivery, in particular discretionary services, it was necessary that where possible services would generate sufficient revenue to cover their cost of delivery. The purpose of this report is to recommend a small increase in the Green Waste subscription charge made for the Garden Waste collection service. The first bin collection was recommended to change to £39.50 per annum (if paid via the contact centre or post) or discounted to £37 per annum (if paid by on-line payment/Direct Debit) and the fee for additional green waste wheelie bin collections is increased from £20 to £25 per additional bin.

Officers explained that the customer base had remained stable in recent years but that seasonal changes had led to an increase in the tonnage collected, which was likely to continue. The fees charged by HDC would continue to be amongst the lowest in West Sussex.

The group supported the proposals as set out.

*The meeting closed at 19:20*

CHAIRMAN

## Report to Waste and Recycling Policy Development Advisory Group

19 January 2017

By the Monitoring Officer

### INFORMATION REPORT



Horsham  
District  
Council

Not Exempt

## Notice of temporary amendment to the Leaders' scheme of delegation

### Executive Summary

In the absence of Councillor Roy Cornell, the Leader of the Council has consequently amended the scheme of delegation in accordance with Part 4b. 4 of the Constitution of the Council. The amendment applies from 18 January 2017 to 1 February 2017. Upon the cessation of the amendment, the scheme of delegation provided in the Constitution as published will apply.

The constitution requires the Monitoring Officer to notify the policy development advisory group as the body concerned.

### Recommendations

That the Policy Development Advisory Group is recommended:

**To note the temporary amendment to the Leaders' scheme of delegation**

### Reasons for Recommendations

To discharge the provisions of Part 4b. 4 of the Constitution of the Council.

### Background Papers

None

**Wards affected:** All Wards

**Contact:** Paul Cummins, Monitoring Officer

## **Background Information**

### **1 Introduction and Background**

- 1.1 The Local Government and Public Involvement in Health Act 2007 sets out that the Leader of the Council shall make arrangements for the discharge of Cabinet functions. The constitution enables the legislation in Part 4b 4, and provides that *the Leader may amend the scheme of delegation relating to Cabinet functions at any time. In doing so the Leader will give written notice to the Monitoring Officer and to the person, body or committee concerned.*
- 1.2 In the absence of Councillor Roy Cornell, the Leader of the Council has advised that he has made a temporary amendment to the scheme of delegation to account for that absence.
- 1.3 The amendment is that the Leader shall absorb the functions of the Cabinet Member for waste, recycling and cleansing, as provided in Part 3.3.6 of the Constitution.
- 1.4 Consequently, the Leader shall act as Chairman of the Waste and Recycling Policy Development Advisory Group on 19 January 2017 in accordance with Part 4 b 14 (a) of the Constitution.

### **2 Relevant Council policy**

- 2.1 The Constitution of the Council

### **3 Details**

- 3.1 The Leader of the Council may temporarily amend the scheme of delegation in order to cover for the absence of a Cabinet Member. One of the roles of the Cabinet Member is to be the Chairman of the policy development advisory group for their portfolio.

### **4 Next Steps**

- 4.1 The Monitoring Officer will notify the next meeting of the Full Council of the amendment.
- 4.2 The Monitoring Officer will examine the Constitution to propose an additional clause in Part 4 b 14 to clarify the chairmanship of policy development advisory groups in the absence of the Cabinet Member.

### **5 Views of the Policy Development Advisory Group and Outcome of Consultations**

- 5.1 The Monitoring Officer was consulted and advised this course of action to account for the short term absence of Councillor Cornell.

## **6 Other Courses of Action Considered but Rejected**

6.1 The Monitoring Officer advised that there is no other course of action that would satisfy the relevant constitutional provisions.

## **7 Resource Consequences**

7.1 There are none.

## **8 Legal Consequences**

8.1 As described throughout this report.

## **9 Risk Assessment**

9.1 Following the constitution of the council mitigates any risk.

## **10 Other Considerations**

10.1 None

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