

**Minutes of a meeting of Scrutiny Committee for Community,  
Customer Services and Service Delivery  
held on Wednesday, 17th November, 2021  
from 6.00 - 6.53 pm**

**Present:** A Boutrup (Chair)  
Anthea Lea (Vice-Chair)

L Bennett	J Edwards	M Pulfer
R Cartwright	S Ellis	S Smith
P Chapman	T Hussain	D Sweatman
R Clarke	S Hatton	
B Dempsey	J Mockford	

**Absent:** Councillors A Sparasci

**Present as Cabinet Members:** Councillors J Belsey, R De Mierre and N Webster

**Also Present:** Councillors J Ash-Edwards, R Bates, P Brown S Hillier, J Llewellyn-Burke, I Gibson and R Sailsbury.

**1 ROLL CALL AND VIRTUAL MEETING EXPLANATION.**

The Vice-Chairman carried out a roll call to establish attendance at the meeting. The solicitor to the council provided information on the format of the virtual meeting.

**2 TO NOTE SUBSTITUTES IN ACCORDANCE WITH COUNCIL PROCEDURE RULE 4 -SUBSTITUTES AT MEETINGS OF COMMITTEES ETC.**

Cllr Hatton substituted for Cllr Sparasci.

**3 TO RECEIVE APOLOGIES FOR ABSENCE.**

Apologies were received from Cllr Sparasci.

**4 TO RECEIVE DECLARATION OF INTERESTS FROM MEMBERS IN RESPECT OF ANY MATTER ON THE AGENDA.**

Cllr Bennett declared a personal interest in Item 8 – Food Waste Collection as she is a Member of West Sussex County Council who are the waste disposal authority.

**5 TO CONFIRM THE MINUTES OF THE MEETINGS OF THE COMMITTEE HELD ON 24 MARCH AND 6 OCTOBER 2021.**

The minutes of the meeting held on 24 March and 6 October agreed as a correct record and electronically signed by the Chairman.

**6 TO CONSIDER ANY ITEMS THAT THE CHAIRMAN AGREES TO TAKE AS URGENT BUSINESS.**

The Chairman had no urgent business.

**7 DRAFT TERMS OF REFERENCE FOR FORTHCOMING COMMUNITY GOVERNANCE REVIEWS OF HURSTPIERPOINT & SAYERS COMMON AND WORTH PARISH COUNCIL.**

Tom Clark, Head of Regulatory Services, introduced the report which informed the Committee that the Council had been petitioned to conduct Community Governance Reviews relating to the Governance and Electoral arrangements for the following: Hurstpierpoint & Sayers Common and Worth Parish Councils. The Council has consulted statutory consultees on the draft Terms of Reference for these Reviews and largely their contributions have been incorporated. There is broad agreement among the parties that the Reviews commence 14 February 2022 as the Local Government Boundary Commission's Final Recommendations relating to the Electoral Review of Mid Sussex District Council will be published 1 February 2022.

The Vice-Chairman endorsed the comments of the Head of Regulatory Services and observed that the consultation issues must be put to the public in a balanced way.

A Member noted the additional text highlighted in red in the report for Worth Parish Council offered two potential outcomes. He said he was aware of two other options; not doing anything or Crawley Down being extracted from Worth Parish Council to form its own Council. He asked whether the two options are unduly restrictive so should the Council not wait until February for the Boundary Commission changes so all of the different potential options can be discussed rather than limiting them in the ToR with two particular options which might not be the only options.

Terry Stanley, Business Unit Leader for Democratic Services, confirmed that the Council will be developing full guidance for respondents which will be put before the next meeting of this Committee. He also confirmed that there are indeed four outcomes that can be specified in the guidance for respondents however the addition of the text in the draft ToR was requested by Worth Parish Council as part of the ToR consultation. He noted that if that text were removed it would serve only to expunge the Parish Council's main contribution.

The Member understood the importance of listening to what the Parish Council has asked for, but his belief was that there is not a consensus with the different parties involved in the process. He felt the two options as they stood limited the scope of the ToR and might prejudice some people's views.

The Business Unit Leader for Democratic Services offered to list all four options in order to retain the Parish Council's contribution and the Member agreed it would be helpful to do so.

The Chairman noted that no Member wished to speak so moved to the recommendation to agree the draft Terms of Reference for the Community Governance Review of Hurstpierpoint & Sayers Common which was agreed unanimously. She then moved to the recommendation to agree the draft Terms of Reference for the Community Governance Review of Worth Parish Council, including the amendment for two additional options of not doing anything or Crawley Down being extracted from Worth Parish Council to form its own Council, which was approved unanimously.

## **RESOLVED**

The Committee:

- i. Subject to the amendments, agreed each of the draft terms of reference.
- ii. Noted that a further report will be provided to the next committee meeting if further consultation with statutory consultees requires additional amendments be made ahead of the Review start dates.
- iii. Noted that further reports will be provided as the Council's draft and final recommendations will be available at later stages of the Reviews.

## **8 FOOD WASTE COLLECTION.**

Judy Holmes, Assistant Chief Executive, introduced the report which provided an update on the Council's work to introduce a weekly food waste collection service alongside a restructured residual waste collection frequency in Mid Sussex.

A Member suggested that the Council should encourage people to compost which would save money. He noted the triple type collection that they have in Bristol where they collect three varieties on a weekly basis by a multiple-type collection lorry which he presumed was not an option in Mid Sussex.

The Chairman highlighted that not every household has the opportunity to compost.

Rob Anderton, Divisional Leader for Commercial Services and Contracts, explained that the Council was proposing to bring in a separate food waste vehicle specifically to service the properties on the trial. In respect of composting, the Council endeavours to encourage residents not to produce waste in the first place and, where they do, to compost it before it enters the waste stream.

A Member outlined that it is hard to see the finer detail given the movable position the pilot is in. She acknowledged that everyone wants to be much greener and much cleaner in their living and is certain that attitudes on the topic are changing. She asked whether there is a contribution from the packing manufacturers to help with the disposal.

The Divisional Leader for Commercial Services and Contracts confirmed that the Extended Producer Responsibility Scheme which is being proposed by government will require producers who produce certain materials to foot the bill for their collection and disposal; the expectation would be that the Council would receive compensation as a waste collection authority for dealing with the waste. He added that by virtue of being charged for the collection and disposal of the material they send to consumers, the expectation would be that the amount of material consumers receive would reduce over time.

A Member drew attention to an apparent consensus of Members who want the pilot to go ahead whilst acknowledging the challenging landscape. He also drew attention to the risk of waiting to decide until the landscape is more settled and asked what could be done in the immediate term. He felt that making a commitment to put something in place so that the Council is committing by a certain point to have a more formal plan for the long term would show other district and borough Councils that Mid Sussex is serious about creating a unified system that works for everyone.

Steve Read, Director of Environment and Public Protection at West Sussex County Council, stated that the County Council is keen to move the food waste agenda forward as swiftly as possible and some time ago proposed to support authorities who wanted to move into a trial with the three, two, one collection system as very few counties are using the system. He noted that they are supporting Arun in trialing the three, two, one system and are keen to support Mid Sussex in their trials.

A Member asked whether those who would not be included in the pilot would be encouraged to compost.

The Divisional Leader for Commercial Services and Contracts replied that the Council already does a lot of encouragement for composting and highlighted that a number of 'hot bins' have been delivered which will enable people to dispose of their compostable waste. These would be trialed on a small number of residents alongside the three, two, one collection trial.

A Member believed it would be interesting to see the results of the trial. He expressed concerns on behalf of residents that the landfill bin would be nearly full after two weeks and certainly by three weeks so asked how that surplus waste would be dealt with.

The Divisional Leader for Commercial Services and Contracts explained that a number of residual waste analyses that the Council has carried out over the last few years have indicated that 40% (by weight) of residual waste is food waste. Therefore, if the food waste were to be collected on a weekly basis across the District, then it would leave a very small amount of non-recyclable materials. He advised that if residents were struggling with their capacity, the Council would work with those residents to understand their options with disposing what is left.

A Member expressed her support for the trial and believed it would be beneficial for residents to have hand-in-hand education about the benefits of the trial to the environment. She added the trial is the only way forward to get a better understanding and evidence base on how it would work.

The Vice-Chairman also expressed her support for the trial.

A Member sought clarification on the provisions made for flat dwellers as he had assumed the food waste would need to be kept indoors which would be challenging should they reside in a small property. He also noted that the food waste bin would be half the size of the other bins and sought assurances that the bin wouldn't reach capacity.

The Assistant Chief Executive outlined that the Council has selected the trial carefully with advice from the County Council and Serco to trial as many different types of properties as possible including flat properties. She also confirmed that there will be a small caddy that residents can keep in their kitchen to transport the waste and that the Council will help any resident who generates more food waste than the weekly collection capacity.

A Member asked whether the Council could use Mid Sussex Matters as a way of educating residents that don't recycle.

The Assistant Chief Executive said that the Council issues regular recycling-related articles in Mid Sussex Matters as well and using social media platforms to push the message.

A Member questioned if the Council could put more information out to the public as well as making it easily findable as he finds some of the current information on the website tucked-away.

The Chairman noted the stickers that are affixed to recycling bins as well as noting the great number of differing products which would make it difficult to hand out leaflets to every resident where the website is the easiest resource to access.

A Member drew attention to the direction of the debate which generated general support for the trial. He asked whether an additional recommendation could be made that Cabinet commit to a permanent food waste recycling system in the longer-term and to come back with a plan to carry it out when it is appropriate.

The Chairman concurred as she too felt there was general support for proceeding with the trial. She confirmed she was happy to include a recommendation to make a firm commitment in the longer-term whilst awaiting the Government's final strategy to come through. She moved to the vote to confirm agreement with the recommendation which was approved unanimously.

#### **RESOLVED**

That the Committee recommend Cabinet make a firm commitment to proceed with Food Waste collections in the longer-term whilst acknowledging that current circumstances do not permit an effective wider roll-out of the trial.

#### **9 SCRUTINY COMMITTEE COMMUNITY, CUSTOMER SERVICES AND SERVICE DELIVERY WORK PROGRAMME 2021/22.**

Tom Clark, Head of Regulatory Services, introduced the report and presented the Work Programme. He noted that the Committee will have two further meetings in the municipal year and that in addition to the two items seen on the February meeting there will Community Governance Reviews' Terms of Reference after being refined by officers.

The Chairman noted that no Member wished to speak so moved to the recommendation to note the Committee's Work Programme as set out at paragraph 5 of this report which was agreed unanimously.

#### **RESOLVED**

The Committee noted the Work Programme.

#### **10 QUESTIONS PURSUANT TO COUNCIL PROCEDURE RULE 10.2 DUE NOTICE OF WHICH HAS BEEN GIVEN.**

No questions were received.

The meeting finished at 6.53 pm

Chairman