

**Minutes of a meeting of Cabinet  
held on Monday, 29th November, 2021  
from 4.04 pm - 4.41 pm**

**Present:** J Ash-Edwards (Chair)  
J Llewellyn-Burke (Vice-Chair)

J Belsey  
R de Mierre

S Hillier  
R Salisbury

N Webster

**1. TO RECEIVE DECLARATIONS OF INTEREST FROM MEMBERS IN RESPECT OF ANY MATTER ON THE AGENDA.**

Councillor Hillier declared a non-prejudicial interest in item 6 as he is a Member of West Sussex County Council which is the disposal authority.

**2. TO RECEIVE APOLOGIES FOR ABSENCE.**

No apologies were received as all Members were present.

**3. TO CONSIDER ANY ITEMS THAT THE LEADER AGREES TO TAKE AS URGENT BUSINESS.**

None.

**4. BUDGET MANAGEMENT 2021/22 – PROGRESS REPORT APRIL TO SEPTEMBER 2021.**

Peter Stuart, Head of Corporate Resources introduced the report. He noted that forecast overspend should reduce to £129,000 after receipt of an estimated £377,000 from the Department for Levelling Up, Housing and Communities (DLUHC) Income Compensation scheme for the first quarter of the year. The modest recovery in income from development management fees was highlighted.

The Deputy Leader welcomed the reduced overspend due to the Income Compensation Scheme and uplift in income. She queried whether an update was available regarding any extra burdens incurred by the Council or any other schemes to assist local authorities. The Head of Corporate Resources highlighted the effect of inflation on the wider economy, that current contracts have been calculated on the October inflation indices and the increased rate of inflation will have a bigger effect in 2022/23.

The Cabinet Member for Community expressed concern and advised that the Council had to be prudent going forward.

Following a question from the Cabinet Member for Customer Services on the increased audit costs, the Head of Corporate Resources noted that only 9% of Councils had met their audit timetable by the end of September. The increased audit fee had to be agreed by both parties and the original fee requested had been higher. The new Financial Management System (FMS) had increased the auditor's workload,

there is a nationwide issue in valuing pension funds and property valuations which has led to an increased auditor's fee.

The Cabinet Member for Housing and Planning noted that this is a projected figure for the year end.

The Leader commented that the results are relative compared to last year and before the pandemic, and the Council would monitor the projected figure. As there were no further questions the Leader took the Members to the recommendations which were agreed unanimously.

## **RESOLVED**

That Cabinet recommends to Council for approval:

(i) That £500,000 be transferred to the JE/Redundancy Specific Reserve as detailed in paragraph 29;

(ii) the variations to the Capital Programme contained in paragraph 42 in accordance with the Council's Financial Procedure rule B3.

And noted:

(iii) the remainder of the report.

## **5. PERFORMANCE MONITORING FOR THE SECOND QUARTER OF 2021/22.**

Peter Stuart, Head of Corporate Resources introduced the report. He noted that the majority of the performance indicators were green, the report had been scrutinised and the Scrutiny Committee for Leader, Finance and Performance had no recommendations.

The Deputy Leader noted it was a good report as due to Covid and the restrictions officers' workloads had increased. There were explanations for any red indicators.

The Cabinet Member for Customer Services advised some indicators were yellow due to recent changes in rules and regulations. The new telephony system has meant some figures can't be reported as the system works differently, customer satisfaction data will be available in the new year and she congratulated the team.

As there were no further questions the Leader took the Members to the recommendations which were agreed unanimously.

## **RESOLVED**

Cabinet noted the Council's performance in the second quarter of the year and identified any areas where further reporting or information was required.

## **6. FOOD WASTE COLLECTION.**

Judy Homes, Assistant Chef executive introduced the report. She highlighted that a report had been considered by the Scrutiny Committee for Community, Customer Services and Service Delivery on 17 November. Their discussions were detailed in the report and the committee had carefully considered all the issues. The Committee advise Cabinet to commence a 1-2-3 food waste collection service and to provide a long-term commitment for food collection service in the District when the

Government have announced their strategy. She highlighted the issues with West Sussex County Council as the disposal authority and the potential impact of roll out of the service.

The Leader reminded Members to limit the discussion to the open paper. He welcomed the report, noting that the proposed earlier trial was postponed due to the pandemic. It was important to increase the recycling rates in the District and stated that many other councils already offer this service.

The Cabinet Member for Environment and Service Delivery welcomed the comments and advice from the scrutiny committee. He highlighted that most residents want the Council to proceed with a food waste collection service, the pandemic prevented the trial, and most residents are still very supportive. Families are keen to be involved with the trial and the trial would highlight a positive role of the Council. The food waste collection service will make the biggest single difference in recycled waste and will increase the current recycling rate of 45%. He advised that not all families can compost their food waste, Mid Sussex will be the first local authority to undertake a substantial pilot in West Sussex and the trial will provide valuable data. He noted the cost of £56,000 to 2024, the benefits of the trial, and the challenges faced by West Sussex County Council as a disposal authority. He commended the work of officers who had worked with Serco and West Sussex County Council to make the timeline as quick as possible, and he supported the recommendations.

The Cabinet Member for Community confirmed his support and noted it would be a complicated process. He also thanked all officers involved with the trial.

The Deputy Leader confirmed the Council had made a commitment a number of years ago and was pleased the Council was able to start the trial. The trial might encourage other authorities in West Sussex to provide a similar service. She was optimistic that when new burdens funding was available the Council could use the funding appropriately.

The Cabinet Member for Economic Growth concurred with the other Members, he noted the risks of the trial as the composition of food waste can quickly change, the Government had not yet published their strategy and he commended the Council for proceeding with the trial.

The Cabinet Member for Customer Services agreed that the data could be the catalyst to help other districts introduce a similar service. She queried when the Government would mandate authorities to the introduction of a food waste collection service. The Assistant Chief Executive confirmed the latest budget suggested a government mandate for introduction of a food waste collection service in 2024/25.

The Cabinet Member for Housing and Planning noted that the trial would reduce the landfill rates of the District and good communications to the residents about the service was important.

The Leader confirmed it would be the largest trial in West Sussex and would provide important data and feedback from the residents of the District.

**7. TO CONSIDER WHETHER TO EXCLUDE THE PRESS AND PUBLIC FROM THE MEETING DURING CONSIDERATION OF THE FOLLOWING ITEMS IN ACCORDANCE WITH SECTION 100A OF THE LOCAL GOVERNMENT ACT 1972 ON THE GROUNDS THAT IT INVOLVES THE LIKELY DISCLOSURE OF EXEMPT**

**INFORMATION AS DEFINED IN PARAGRAPH 3 OF PART 1 OF SCHEDULE 12A OF THE SAID ACT.**

The Leader moved a motion that the Press and Public be excluded from the meeting during consideration of the exempt business on the agenda. This was agreed unanimously.

**RESOLVED**

That the public and press be excluded from the meeting during consideration of the following item in accordance with Section 100A of the Local Government Act 1972, on the grounds that it involves the likely disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A of the said Act.

The meeting moved into the exempt session at 4:33 pm.

**8. FOOD WASTE COLLECTION - EXEMPT APPENDIX.**

The Leader brought the meeting back into open session at 4.39 pm on completion of consideration of the exempt appendix and moved to the recommendations included in item 7. He proposed that the wording of recommendation (b) be amended replacing “provide a longer-term commitment” with “reiterates its longer-term commitment”, this was agreed unanimously.

**RESOLVED**

a. That Cabinet agreed to trial a 1-2-3 food waste collection and absorbent hygiene products collections in three areas in Mid Sussex, and

b. Reiterates its longer-term commitment to the District wide delivery of food waste collections in Mid Sussex when Government policy on waste collections has been settled, West Sussex County Council as the collection authority have the facilities to deal with that District wide collection and the financial implications have been given full consideration.

The meeting finished at 4.41 pm

Chairman