



Email: committeeservices@horsham.gov.uk
Direct line: 01403 215465

Environment & Rural Affairs Policy Development Advisory Group

Monday, 14th March, 2022 at 5.30 pm

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 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

Councillors: James Wright (Chairman)

Paul Clarke
Michael Croker
Gordon Lindsay
John Milne
Roger Noel

Jon Olson
Bob Platt
Sam Raby
Kate Rowbottom
Diana van der Klugt

You are summoned to the meeting to transact the following business

Glen Chipp
Chief Executive

Agenda

	Page No.
1. Apologies for absence	
2. Notes of previous meeting To receive the notes of the meeting held on 17 January. To receive the following items relating to the policy development process:	3 - 6
3. New Council Carbon Reduction Action Plan To receive a briefing from the Environmental Coordination Manager on the New Council Carbon Reduction Action Plan.	

To receive the following service updates

4. **Update on the Electric Vehicle Charge Point Network**

To receive an update from the Environmental Coordination Manager.

5. **Forward Plan extract for the Environment & Rural Affairs Portfolio**

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To note the Forward Plan extract for the Environment & Rural Affairs portfolio

Environment & Rural Affairs Policy Development Advisory Group
17 JANUARY 2022

Present: Councillors: James Wright (Chairman), Paul Clarke, Michael Croker, Gordon Lindsay, John Milne, Roger Noel, Jon Olson, Bob Platt, Sam Raby, Kate Rowbottom and Diana van der Klugt

Apologies: Councillors: None

Also Present: Ruth Fletcher and Alan Britten

1 APOLOGIES FOR ABSENCE AND CHAIRMAN'S INITIAL COMMENTS

There were no apologies for absence. The Chairman, Cllr James Wright, welcomed members to this inaugural meeting of the Environment & Rural Affairs Policy Advisory Group and clarified that its scope embraced council activity relating to Climate Change, Green and sustainable environmental policy and services, and ecology, protection of wildlife and the natural environment.

2 PROGRESS REPORT ON THE DISTRICT COUNCIL CARBON REDUCTION ACTION PLAN

The Environmental Coordination Manager provided an update to the meeting on progress against the District Council Carbon Reduction Action Plan. Horsham District Council's aspiration is to achieve carbon neutrality for those emissions that are under the Council's direct control by 2030. This is principally through measures addressing the use of petrol, diesel, gas and electricity. For more indirect carbon emissions, such as supply chains, leased buildings, water, waste and travel behaviours, a longer target of 2050 has been set.

Details of the progress achieved between 2019/20 and 2020/21 were noted. This includes:

- a 50% reduction in business mileage and reductions in electricity use at principal buildings such as Parkside and the Capitol Theatre. It was acknowledged that changed behaviours in response to the pandemic constraints was a factor in these reductions.
- A programme of staff and public awareness continues to be delivered
- Environmental measures, including the development of a Tree Management Plan and measures to identify and enable habitat restoration are progressing
- Measures to convert the Council's fleet of vehicles to lower emission options are progressing in line with expected vehicle replacement timescales
- Increased use of LED lighting in appropriate locations, such as car parks and street lighting
- Reductions in fuel use were more modest since the use of the Council's vehicle fleet was less affected by the pandemic.

- The fleet replacement programme will be accompanied by a plan for the location and types of charge points that need to be installed to power new battery electric vehicles.
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It was noted that works undertaken at St. Peter's Hall & The RAFA Club have been a valuable trial to inform the retro-fitting of environmental measures to existing buildings, including insulation, heating and photovoltaic conversion of light as useable energy. The measures at this site have reduced the energy saving footprint from EPC E/D to a more efficient EPC B rating. Audits have been completed on a number of HDC buildings, including Horsham Museum, Southwater Country Park and Chesworth Visitor Centre, with reduction measures identified. A trial group of residential buildings are also being audited.

A three-year Carbon Reduction Action Plan is due to be presented to Cabinet on 24 March.

Members welcomed the information and the subsequent discussion enabled further clarification and further views on a number of issues, including:

- Cost recovery times on some of the necessary investment seem to be quite long but this will be factored into decision making processes since cost saving is also a major factor
- Graduation of the period of replacement for vehicles – the principal vehicles – those used for waste collection – are not due for replacement until the end of the decade.
- Options for replacement vehicle technology – electric, hydrogen or hybrid – are under review and may vary according to the demands of the vehicles in question
- Embedding environmental / sustainable principles into the wider range of council decision making and service delivery

Also recognised that use of remote meeting / home working is a factor in reducing the Council's carbon footprint since less travelling is being incurred.

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UPDATE ON THE ELECTRIC VEHICLE CHARGE POINT PROJECT

The Environmental Coordination Manager provided an update to the meeting on progress against the Electric Vehicle Charge Point Project. This is being led by West Sussex County Council and is being delivered through a concession contract, signed on 5th November 2021, with Connection Kerb. The contractor is responsible for the capital outlay and carries the risk. The goal is to create an easily, and universally accessible network. A portfolio approach ensures that the more lucrative areas will enable subsidy of less financially viable parts of the District. Locations for installing charge points include Council car parks and highway land. Parish Council's land Village Hall car parks and other community assets could also be used for charge point installations, at zero cost. The portfolio will include a mix of charger capacities, including some rapid charge points.

The network is scheduled for launch during w/c 7 March 2022, and the initial tranche will focus on improving and upgrading existing charging locations, including Horsham, Storrington and Billingshurst, but ultimately will cover the entire District including more rural communities.

Discussion of the details presented included

- Confirmation that rural communities will also be included, though noted that rural carparks etc. will be dependent upon the availability of a suitable electricity supply
- On electricity supply, it was observed that there is an issue with the strength of some smaller sub-stations and whether these would be equal to the enhanced demands the scheme would bring. Discussions are currently taking place with UK Power Networks who have already identified the roll-out of e-charging points into their own business development planning. A countywide portfolio, as reflected in this contract, is a more effective prospect than tackling individual sub stations separately
- Some concerns expressed about the distances from rural car parks providing e-charging to home addresses – may be a significant distance. There were also concerns about the safety of cables connecting homes to on-street charging points, and the need for safety ducting to avoid trip hazards.

Civil Enforcement Officers will be able to manage inappropriate parking in designated e-charging points using Fixed Penalty Notices, such as petrol and diesel vehicles parked in designated electric charging bays.

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FORWARD PLAN EXTRACT FOR THE ENVIRONMENT & RURAL AFFAIRS PORTFOLIO

Items identified for the next PDAG:

- Carbon Reduction Action Plan for the next 3 years
- District-wide CO² emissions

The meeting finished at 7.30pm, having started at 5.30pm

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) 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

Tel: 01403 215123

Published on 01 March 2022

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.

	Subject and Date of Policy Development Advisory Group for consultation	Decision Taker	Date(s) of decision	Is all or part of this item likely to be dealt with in private	Contact Officer Cabinet Member (NB include name, title and email address)
1.					
2.	New Council Carbon Reduction Action Plan	Cabinet	24 Mar 2022	Open	Adam Chalmers, Director of Community Services adam.chalmers@horsham.gov.uk Cabinet Member for the Environment and Rural Affairs (Councillor James Wright)
3.					
4.					
5.					
6.					

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