



Email: committeeservices@horsham.gov.uk
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Environment & Rural Affairs Policy Development Advisory Group

Monday, 16th May, 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

Jane Eaton
Chief Executive

Agenda

	Page No.
1. Apologies for absence	
2. Notes of previous meeting	3 - 6
To receive the notes of the meeting held on 15 March 2022	
To receive the following items relating to the policy development process:	
3. Developing a District-wide Climate Change action plan	7 - 24
To receive the Community Climate Fund 18 month report and discuss with the Environment Coordination Manager ideas for working with partners for further plan development.	
To receive the following service updates	
4. Update on the Wilder Horsham District project	

To receive a presentation from the Environmental Co-ordination Manager

5. **Community Climate Fund**

To receive an 18 month report giving an overview of the outputs and outcomes from the grant.

6. **Electrical Vehicle Charging Points (EVCP) Network**

To receive an oral update on this project

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

25 - 30

To note the Forward Plan extract for the Environment & Rural Affairs portfolio. Relevant items for this meeting are 6, 7, 8 and 10.

Environment & Rural Affairs Policy Development Advisory Group
14 MARCH 2022

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

Apologies: Councillors: John Milne
Absent: Councillors:

Also Present:

1 **NOTES OF PREVIOUS MEETING**

The notes of the previous meeting held on 17 January were received.

2 **NEW COUNCIL CARBON REDUCTION ACTION PLAN**

The Environmental Coordination Manager briefed the group on the New Council Carbon Reduction Action Plan.

Members were reminded of Horsham District Council's aspirations of reaching carbon neutrality for those emissions directly under the Council's control by 2030. This would be through measures related to petrol, diesel, gas and electricity use.

For the Council's indirect carbon emissions such as from the supply chain, leased buildings, water, waste, business mileage and commuting a target was set to achieve carbon neutrality by 2050.

A short-term action plan running since September 2020 had seen some positive outcomes. There had been increased communication to staff, Councillors and the public and training. Diesel had been replaced by HVO fuel and Blackbridge Community Centre had been repurposed and retrofitted using a Government grant and low energy lighting installed where appropriate. A number of buildings had been audited – including the Capitol, a Sustainable Procurement Charter approved and discussion had taken place with a consultant and other Council's on carbon insetting.

These plans had potentially seen a carbon saving of 13% of overall emissions and 45% of direct emissions mostly related to the switch to HVO fuel and a reduction in business mileage.

It was noted that to reach the carbon neutral targets the Council were working on underlying principles of being financially prudent, investing at the right time, using proven technology, researching projects, partnership working, adapting where necessary and learning lessons from own projects and other Council's.

An overview was given on a new three-year plan up to 2025, this would be reviewed every six months and updates given on how the plan was developing based on research, learning and new opportunities.

Issues and plans discussed included , addressing changes in behaviour and embed carbon reduction within Horsham District Council, indirect and direct transport emissions, indirect and direct property emissions, procurement and parks and countryside.

Concern was raised over the energy used at Parkside and gaining clarity on WSCC's plans to address this. The Director of Community Services agreed to find out further information and report back to the group in the future.

Members were supportive of proposals and extremely positive about the work completed by the Environmental Coordination Manager. Further updates would be received at future PDAG meetings.

The New Council Carbon Reduction Action Plan would be considered at Cabinet on 24 March.

3 **UPDATE ON THE ELECTRIC VEHICLE CHARGE POINT NETWORK**

The Environmental Coordination Manager provided an update on progress regarding the Electric Vehicle Charge Point project.

Led by West Sussex County Council a new electric vehicle charge network for the county was being set up alongside the contractor Connected Kerb.

There was a current focus to:

- Encourage residents to register an interest on the Connected Kerb website if they were thinking of getting an electric vehicle and did not have off street parking available to them.
- Other Land Owners had been contacted such as Parish Council's, Churches, Village Hall Trusts to register on the Connected Curb website if they were interested in having electric vehicle charge points installed.

This work was part of developing a network plan and consideration was being given to on street locations within the County and Horsham District Council were working alongside WSCC Highways.

Principal discussions were taking place to set criteria and specifications of where the charge points could or could not be located. The group were advised that the work undertaken was considering public land solutions and not business installations. Where possible government grant funding options were also being pursued.

The group were advised that by the end of March two rapid charge points were being replaced in Storrington Library Car Park and the Six Bells Car Park, Billingshurst and should be operational by mid April.

Additional fast charge points at Billingshurst and Storrington Library Car Parks and North Street, Horsham were planned to be installed end of April/May. It is hoped that more car park installations will take place as a next phase during the autumn.

Members were extremely positive about the work undertaken. It was requested that the website link for Connected Kerb was circulated to Members to encourage residents to register their interests.

Members also requested further information on current registration rates and areas where the responses were from which would be feedback as soon as possible to the PDAG.

Other issues discussed were a possible project launch in June, ensuring there was good communication to local residents and Members throughout the project. The Chairman encouraged HDC to produce their own policy for the electric vehicle charge point network possibly to be looked into by a Scrutiny Task and Finishing Group.

The Chairman advised the next PDAG would consider a plan for the district on de-carbonisation for organisations such as Parish Council's and businesses to include support, advice and facilitating for the best decisions to be made. An update will also be given on the Wilder Horsham District projects current achievements and moving forward.

4 **FORWARD PLAN EXTRACT FOR THE ENVIRONMENT & RURAL AFFAIRS PORTFOLIO**

The Chairman advised that the New Council Carbon Reduction Action Plan would be taken to Cabinet on 24 March.

The meeting closed at 6.45 pm having commenced at 5.30 pm

CHAIRMAN

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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 May 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.	S106/Commuted Sum Funding - The Cobblers, Slinfold	Cabinet	9 Jun 2022	Open	Rob Jarvis, Head of Housing & Community Services robert.jarvis@horsham.gov.uk Cabinet Member for Housing and Public Protection (Councillor Tricia Youtan)
2.	Transformation Fund 2022-23 and use of the 2021-22 surplus	Cabinet	9 Jun 2022	Open	Dominic Bradley, Director of Corporate Resources dominic.bradley@horsham.gov.uk Deputy Leader and Cabinet Member for Finance & Parking (Councillor Tony Hogben)
3.	Tendering of Residential Management Services	Cabinet Council	9 Jun 2022 22 Jun 2022	Part exempt	Brian Elliott, Head of Property & Facilities brian.elliott@horsham.gov.uk Deputy Leader and Cabinet Member for Finance & Parking (Councillor Tony Hogben)
4.	Park Place Bin Store	Cabinet Council	9 Jun 2022 22 Jun 2022	Open	Brian Elliott, Head of Property & Facilities brian.elliott@horsham.gov.uk Cabinet Member for Horsham Town (Councillor Christian Mitchell)

	Subject/Decision	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)
5.	The Forum Fountain upgrade	Cabinet Council	9 Jun 2022 22 Jun 2022	Part exempt	Brian Elliott, Head of Property & Facilities brian.elliott@horsham.gov.uk Cabinet Member for Horsham Town (Councillor Christian Mitchell)
6.	Sweepers - Vehicle Replacement	Cabinet	9 Jun 2022	Part exempt	Laura Parker, Head of Parking & Waste Laura.Parker@horsham.gov.uk Cabinet Member for Recycling and Waste (Councillor Toni Bradnum)
	Tyre Procurement - Contract Award	Cabinet	9 Jun 2022	Part exempt	Adam Chalmers, Director of Community Services adam.chalmers@horsham.gov.uk Cabinet Member for Recycling and Waste (Councillor Toni Bradnum)
8.	WEEE and Textiles - Options paper decision	Cabinet	9 Jun 2022	Part exempt	Laura Parker, Head of Parking & Waste Laura.Parker@horsham.gov.uk Cabinet Member for Recycling and Waste (Councillor Toni Bradnum)
9.	Evidence Resourcing - Biodiversity Net Gain in Development	Cabinet Council	9 Jun 2022 22 Jun 2022	Open	Catherine Howe, Head of Strategic Planning catherine.howe@horsham.gov.uk Cabinet Member for Planning and Development (Councillor Lynn Lambert)

	Subject/Decision	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)
10.	Producing a Climate Change Action Plan for the District	Cabinet	9 Jun 2022	Open	Adam Chalmers, Director of Community Services adam.chalmers@horsham.gov.uk Cabinet Member for the Environment and Rural Affairs (Councillor James Wright)
11.	Housing Company - changes to the Board of Directors	Cabinet	9 Jun 2022		Dominic Bradley, Director of Corporate Resources dominic.bradley@horsham.gov.uk
12.	Annual update to Pay Policy Statement - Financial Year 2022/23	Council	22 Jun 2022	Open	Robert Laban, Head of HR & OD robert.laban@horsham.gov.uk
13.	Housing Register review	Cabinet Council	21 Jul 2022 7 Sep 2022	Open	Rob Jarvis, Head of Housing & Community Services robert.jarvis@horsham.gov.uk Cabinet Member for Housing and Public Protection (Councillor Tricia Youtan)
14.	Budget and Medium-Term Financial Strategy update	Cabinet	29 Sep 2022	Open	Dominic Bradley, Director of Corporate Resources dominic.bradley@horsham.gov.uk Deputy Leader and Cabinet Member for Finance & Parking (Councillor Tony Hogben)

	Subject/Decision	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)
15.	Budget and Medium-Term Financial Strategy update	Cabinet Council	24 Nov 2022 14 Dec 2022	Open	Dominic Bradley, Director of Corporate Resources dominic.bradley@horsham.gov.uk Deputy Leader and Cabinet Member for Finance & Parking (Councillor Tony Hogben)