



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

Environment & Rural Affairs Policy Development Advisory Group

Tuesday, 12th July, 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
Joan Grech
Gordon Lindsay
John Milne
Roger Noel

Bob Platt
Sam Raby
Kate Rowbottom
Cilve Trott
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 16 May 2022	
The Environmental Co-Ordination Manager will present the following Policy Development Process updates	
3. Community Energy Horsham	
To receive a presentation from the Environmental Co-ordination Manager	
4. Development of a District-wide Climate Change Plan	
To receive a presentation from the Environmental Co-ordination Manager	

5. **Notice of Motion on domestic energy efficiency**

Environmental Co-ordination Manager to outline for the Committee

To receive the following service updates

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

7. **Cabinet Forward Plan updated July 1st 2022**

7 - 12

To note the Forward Plan. Please note there are no current items appropriate to this PDAG

Environment & Rural Affairs Policy Development Advisory Group
16 MAY 2022

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

Apologies: Councillors: Bob Platt and Sam Raby
Absent: Councillors:

Also Present:

5 **NOTES OF PREVIOUS MEETING**

The notes of the previous meeting, held on 15 March 2022, were agreed as a true record.

6 **UPDATE ON THE WILDER HORSHAM DISTRICT PROJECT**

This item was presented by the Landowner Advisor to the Wilder Horsham Partnership. The Wilder Horsham Partnership is a five year project between Horsham District Council and the Sussex Wildlife Trust (SWT) designed to help wildlife thrive and help with tackling climate change across the district.

The presentation highlighted key aspects of the work being undertaken and planned to establish and maintain a resilient landscape that protects wildlife. SWT provides advice and support to landowners and is able to deploy a large number of volunteers to assist with clearances, planting and similar activities.

The Adur Landscape Recovery Bid is due to be submitted to DEFRA on 25 May. More locally, funding could be focussed on initiatives, including "Wild About Warnham" which supported the creation of habitats and species in and around the village of Warnham.

The meeting was very positive about the project and welcomed the update. It was also noted that more urban environments – as evidenced by Warnham – are also under threat and in need of intervention. The meeting was also reassured that, whilst no guarantees can be enforced in the event of changes in land ownership, those supported are asked to provide plans for the future.

7 **DEVELOPING A DISTRICT-WIDE CLIMATE CHANGE ACTION PLAN**

The Environmental Co-ordination Manager delivered an update on progress on the development of a Climate Change Action Plan for the District. This is delivering against a commitment in the Council's Corporate Plan to work with

partners to become a carbon-neutral District. A number of options for taking things forward were explored:

- Restarting the Climate Change Group
- A Council-led plan
- Holding a Climate Assembly
- Establishing a new Climate Change Panel

The recommended approach, endorsed by the meeting, was for the establishment of a Climate Change Panel, that would engage partners in a concerted joint approach, and avoid duplication of findings elsewhere. Resource implications were estimated as £20K for engagement / communications, and £50K for running workshops and management of the Panel itself.

Discussion clarified that the formation of the Panel would be informed by established expertise drawn from established networks and would include community engagement from the start. It is expected that the Panel would be dynamic and continue to evolve in line with need and opportunity.

Having received the meeting's support, it is intended that this will be considered by Cabinet on 9 June.

8 **COMMUNITY CLIMATE FUND**

The Environmental Co-ordination Manager provided an update on the Community Climate Fund, launched in July 2020 and offering grants of up to £5K for new projects designed to tackle climate change issues.

The funding is available to community and voluntary groups, and Parish Councils.

Successful bids will demonstrate an impact on some or all of the key criteria:

- Reducing carbon emissions
- Reducing energy consumption
- Reducing water usage
- Minimising waste and increasing reuse and recycling
- Supporting and increasing biodiversity and wildlife
- Reducing travel and increasing cycle / walking and the use of public transport

Applications are considered by a joint panel on a quarterly basis. Up to March 2022 37 applications had been received, of which 18 were awarded. 9 projects have been completed and a further 6 are underway.

Defined benefits to date include a potential reduction in Carbon Dioxide emissions of around 466 tonnes, an average reduction of over £250 p.a. in electricity use, and a reduction of nearly 25,000 litres p.a. in water use. It was also noted that a lot of successful applicants are already re-applying.

Members were requested to promote the scheme locally and further information for applicants is available on www.horsham.gov.uk/climate-and-environment/community-climate-fund

9 **ELECTRICAL VEHICLE CHARGING POINTS (EVCP) NETWORK**

The meeting was updated on progress toward the Electric Vehicle Charging Point (EVCP) project.

Initial progress includes replacement rapid charge points in Billingshurst and Storrington, with new standard points installed in both locations along with New Street in Horsham. The whole network is due to be launched on 20 June.

A “demand map” has been developed to establish priorities for installation, which includes street as well as car park facilities, full coverage of the District will require around 7 years to complete. The meeting was reminded that the process is being delivered by Connected Kerb who are covering all costs and associated risks.

A webinar for Members will take place in mid June.

It was clarified that tariffs would need to reflect inflationary pressures and, as an example, Rapid charges will be increasing from 40p per KWH to 49p, and Fast from 30p to 35p.

In response to a question regarding the capacity of electricity sub-stations, the meeting was reassured that Electricity providers have made provision and given reassurances regarding the increased demand that the Network will create.

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

The Cabinet Forward Plan, which includes a number of related issues, was noted.

The meeting closed at 7.05 pm having commenced at 5.30 pm

CHAIRMAN

This page is intentionally left blank

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 July 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.	Tendering of Residential Management Services	Cabinet	21 Jul 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)
2.	Park Place Bin Store	Cabinet Council	21 Jul 2022 7 Sep 2022	Open	Brian Elliott, Head of Property & Facilities brian.elliott@horsham.gov.uk Deputy Leader and Cabinet Member for Finance & Parking (Councillor Tony Hogben)
3.	Norfolk Square - proposed Conservation Area	Cabinet	21 Jul 2022	Open	Catherine Howe, Head of Strategic Planning catherine.howe@horsham.gov.uk Cabinet Member for Planning and Development (Councillor Lynn Lambert)
4.	CIL Governance for the unparished area of Horsham Town	Cabinet Council	21 Jul 2022 7 Sep 2022	Open	Emma Parkes, Head of Development & Building Control emma.parkes@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)
5.	Extension of Parking Charge Increases to Additional Car parks	Cabinet Council	21 Jul 2022 7 Sep 2022	Open	Marc Rankin, Head of Environmental Health & Licensing and Interim Head of Parking marc.rankin@horsham.gov.uk Deputy Leader and Cabinet Member for Finance & Parking (Councillor Tony Hogben)
6.	Procurement of Contractor - Highwood Community Centre	Cabinet	21 Jul 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)
7.	Steyping Neighbourhood Development Plan	Council	7 Sep 2022	Open	Catherine Howe, Head of Strategic Planning catherine.howe@horsham.gov.uk Cabinet Member for Planning and Development (Councillor Lynn Lambert)
8.	Budget and Medium-Term Financial Strategy update	Cabinet	29 Sep 2022	Open	Dominic Bradley, Interim Director of 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)
9.	Housing Register review	Cabinet Council	29 Sep 2022 14 Dec 2022	Open	Rob Jarvis, Head of Housing & Community Services robert.jarvis@horsham.gov.uk Cabinet Member for Housing and Public Protection (Councillor Tricia Youtan)
10.	Proposed Conservation Area – Wells Cottages and Rusper Conservation Area review	Cabinet	29 Sep 2022	Open	Catherine Howe, Head of Strategic Planning catherine.howe@horsham.gov.uk Cabinet Member for Planning and Development (Councillor Lynn Lambert)
11.	Budget and Medium-Term Financial Strategy update	Cabinet Council	24 Nov 2022 14 Dec 2022	Open	Dominic Bradley, Interim Director of Resources dominic.bradley@horsham.gov.uk Deputy Leader and Cabinet Member for Finance & Parking (Councillor Tony Hogben)
12.	Budget and Medium-Term Financial Plan	Cabinet Council	26 Jan 2023 22 Feb 2023	Open	Dominic Bradley, Interim Director of 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)
13.	Council Tax resolution 2023-24	Council	22 Feb 2023	Open	Dominic Bradley, Interim Director of Resources dominic.bradley@horsham.gov.uk Deputy Leader and Cabinet Member for Finance & Parking (Councillor Tony Hogben)