

APPENDIX 2 – Scrutiny Work Programme Suggestions 2019 report

Name	Cllr Brian Donnelly
Proposed Scope / Focus for Review	<p><u>Notification of delegated planning decisions</u></p> <p>In the past under Delegation of Planning Applications, when the Officer had made a Decision to Approve/Dismiss, they sent an e-mail to the Ward Members advising them of the same and giving them 3 working days to confirm or otherwise this.</p> <p>It is suggested that this Protocol should be restored.</p>
Your Rationale for Selection	<p>The Protocol was removed to supposedly speed up the finalisation of this work at a time when there was a threat to HDC that our Planning was going to be put in Special Measures.</p> <p>It is believed that reverting to the previous system will be of great assistance to Members in carrying out their duties.</p>
Evidence	<p>While Members are informed of new Planning Applications in Weekly Circulars from Officers, it is very variable when these Applications will be finalised.</p> <p>For Members to be constantly chasing up Officers for news of their Decisions is time wasteful. Thus a simple e-mail near the end of the Process is more efficient and will eliminate Applications under Delegation going through before Members have completed their dialogue with staff.</p>
Desired Outcomes / Objectives / Possible Terms of Reference	<p>To reintroduce the former practise of Officers upon reaching a Decision under Delegation sending an e-mail to the Ward Members giving them 3 working days to respond with a “No Objection” or “Object” statement.</p>
Other Comments	<p>To form a Task and Finish Working Group to complete this task in 3 months.</p>

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Name	Cllr Brian Donnelly
Proposed Scope / Focus for Review	<u>WSCC's role as off-street parking consultee</u> To consider removing WSCC Highways Department as a Consultee i.r.o. off street parking in HDC planning applications.
Your Rationale for Selection	H'ways is obviously the expert in street matters and exits onto roads. However, it is felt that Local Councillors have greater knowledge on the need and suitability of off road parking for new residences, offices, social housing, etc.
Evidence	Often H'ways have No Objection to new builds while Members (& Parish Councils / residents) believe that the parking arrangements are inadequate &, therefore, Refuse the Application. On Appeal, the Planning Inspector will always take the H'ways position and override Members views to Approve the Application, sometimes with costs against HDC.
Desired Outcomes / Objectives / Possible Terms of Reference	Drop WSCC Highways Department as a Consultee on all off road parking arrangements in Planning Applications.
Other Comments	Form a Task and Finish Working Group to complete their review in 3 months.

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Name	Cllr Brian Donnelly
Proposed Scope / Focus for Review	<p><u>Waste and recycling efficiency</u></p> <p>A review of where our waste and recyclables go, how efficient this is and the costs involved.</p> <p>Will the collection of kitchen waste improve our recycling rates and be cost effective.</p> <p>Should West Sussex have a waste to energy plant.</p> <p>Could such facilities be used to destroy the contents of old landfill sites.</p>
Your Rationale for Selection	<p>In our fight against climate change and reducing co2, waste management is a very important tool.</p> <p>We have increasing Government targets such as recycling rates that need to be met and we must do so efficiently & least expensive to our residents.</p>
Evidence	Current climate change concerns.
Desired Outcomes / Objectives / Possible Terms of Reference	<ul style="list-style-type: none"> • To audit the trail of waste/recyclables from collection to final disposal. • Whether or not HDC should do kitchen waste collections. • To determine whether Sussex needs a waste to energy plant
Other Comments	A Task and Finish Working Group should be given 3-4 months to complete this task.

Name	Cllr Brian Donnelly
Proposed Scope / Focus for Review	<p><u>Cycling Protocols</u></p> <p>To review our Cycling Protocols in Horsham District</p>
Your Rationale for Selection	<p>Our drive to reduce co2 indicates that a reduction in car use will contribute meaningfully in our fight against climate change.</p> <p>Cycling for both business & social use can help in this regard.</p>
Evidence	Concerns over climate change.
Desired Outcomes / Objectives /	<p>To make greater use of cycling in Horsham District.</p> <p>To improve cycling conditions in the District.</p>
Other Comments	To instruct a Task & Finish Working Group to complete this project in 3 months.

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Name	Councillor Frances Haigh
Proposed Scope / Focus for Review	<p><u>Cycling Infrastructure</u></p> <p>To establish from West Sussex County Council Highways:</p> <ul style="list-style-type: none"> • how they will facilitate and build good cycling infrastructure across Horsham District; • how they will adopt Liveable Streets schemes to enable filtering and reduce rat runs, particularly around schools; • how they will implement the Government’s Local Cycling and Walking Infrastructure Plan (LCWIP) Strategy which sets out the Government’s ambition to make walking and cycling the natural choices for shorter journeys or as part of a longer journey. <p>HDC is currently working on the LCWIP project for Horsham District. Vision and Leadership is crucial to meet the Government’s objectives. This project needs to be reviewed urgently so that actions and policies are produced to meet the Government’s deadlines and for policies to be included in the Local Plan</p> <p>6 – 12 months</p>
Your Rationale for Selection	<p>There is an increasing recognition of the benefits of cycling as a sustainable form of transport. It is becoming more popular with younger generations and more cyclists are being seen on the traffic network. Cycling:</p> <ul style="list-style-type: none"> • is an accessible form of transport for all ages, including for those too young to drive; • is an accessible form of transport for many whose health or disability means that other transport may not be possible; • reduces noise and air pollution, as well as reducing the use of oil; • has recognised benefits for local economies; • has recognised benefits for physical and mental health as well as for reducing isolation; • is a viable and cheap transport for those on low incomes.
Evidence	<p>There are excellent examples from across the world of what can be achieved when good cycling and pedestrian infrastructure is provided. Despite this, Horsham District has some extremely poor cycling infrastructure including some examples of where cycling has either been omitted altogether, has had token gestures of painted lines, and in one case at Southwater requires cyclists to cross between two lanes of 70mph traffic.</p>
Desired Outcomes / Objectives /	<p>To establish what measures are taken by WSCC Highways to improve cycling infrastructure in the District and identify ways in which this infrastructure could be improved.</p>

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Name	Cllr Ruth Fletcher
Proposed Scope / Focus for Review	<p><u>Piries Place Car Park</u></p> <p>The decision was to rush through the building of the car park to coincide with the opening of the Pirie’s Place redevelopment. This meant it had to be done via Scape, a special Govt ‘design and build’ scheme which allowed it to be approved and funding secured before the design had been done. This is likely to have added to the total project costs.</p> <p>Although the layout of the new car park is better (more larger spaces for large modern cars), the total number of additional spaces provided is low –and even if the £8m budget is kept to, I estimate the cost will have been £43,000 per extra parking space.</p> <p>How does the projected return on investment compare with, say, building extra affordable housing and renting it out or building additional car parking capacity elsewhere in the town or changing the pricing structure for car parking?</p> <p>No consideration was given to the potential to make use of possible synergies such as incorporating a ‘last mile delivery’ hub for the town centre or improving pedestrian and cycle access to increase footfall and decrease parking demand.</p>
Your Rationale for Selection	<p>The original approved sum was £7.25m. This sum showed a long term surplus of income (from parking fees) over costs (of servicing the capital). Assuming all went to plan, the car park would have run at a net loss for several years. However, the assumptions which showed a long term small net surplus were brittle.</p>
Evidence	<p>The plan was for the car park to open by Jan 2019 –which even at the time appeared overoptimistic.</p> <p>Any delay was recognised as having a substantial financial impact on the business case.</p> <p>Delay also has an additional impact on town centre businesses which is not part of the business case.</p> <p>The capital cost is spread over 50 years for a car park which probably has a design life of less than that and which may well be out of date because of changes in vehicle technology well before that.</p> <p>The original budget included a be minimal contingency for a project that had not been designed.</p> <p>Before work started the council approved a further £3/4m because of poor ground conditions</p> <p>Knocking down Pirie’s Place was going to be an expensive endeavour because of the risks to Burton’s Court. As Burton’s court has been damaged, has that increased the final cost or was it fully covered by insurance?</p> <p>The income projections were necessarily rather speculative both from a demand and a pricing point of view and a small change from forecast changes net figures from positive to negative.</p> <p>Not clear how many spaces were to be allocated to the hotel and how any subsequent changes to the arrangements for hotel parking will have affected the business case.</p>
Desired Outcomes / Objectives	<p>Understanding of projected return in comparison with benchmarks.</p>

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Name	Cllr Frances Haigh
Proposed Scope / Focus for Review	<p><u>Coast to Capital Energy Strategy</u></p> <ol style="list-style-type: none"> Does Horsham District Council currently have any projects or policies which support or conform to the Coast to Capital Energy Strategy? Are there any businesses in Horsham District which specialise in these developing technologies? Are there any aspects of the strategy where HDC could feasibly take action or could generate policies in support of the strategy? Which of the feasible projects is HDC able to deliver, whether by itself, working with other public sector organisations or by working with local businesses? Although some actions may be minimal cost, such as planning policies in the new local plan, are there other actions where HDC could submit bids for funding or encourage businesses to make bids? <p>Timescale: within 3-6 months to benefit from the ERDF funding</p>
Your Rationale for Selection	<p>Horsham District Council is a member of Coast to Capital Local Enterprise Partnership (LEP). Together with two other LEPs, Coast to Capital has issued an energy strategy.</p> <p>This strategy has 5 priority themes and 18 related projects:</p> <ul style="list-style-type: none"> • Low Carbon Heating: <ol style="list-style-type: none"> 1. District Heat Networks rollout 2. Off-gas grid homes 3. Hydrogen injection into the Natural Gas Grid 16. New-build homes on hydrogen grid • Energy Saving and Efficiency: <ol style="list-style-type: none"> 2. Off-gas grid homes 9. Energy Efficiency in homes 10. SME Support Programme • Renewable Generation: <ol style="list-style-type: none"> 4. Offshore wind development 5. Solar and microgrid on landfill sites 6. Biomass fuel supply chain development #7 Solar energy for Network Rail 8. Car parks - solar potential 17. Biofuel evolution • Smart Energy System: <ol style="list-style-type: none"> 5. Solar and microgrid on landfill sites 11. Housing and community microgrids 12. EV charging & hydrogen-fuelling infrastructure 15. Setup of ESCO / MUSCO infrastructure 18. Support developments in CO2 capture • Transport Revolution: <ol style="list-style-type: none"> 12. EV charging & hydrogen-fuelling infrastructure 13. CNG fleet fuelling 14. Ports – modernisation of energy infrastructures

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Evidence	<p>In addition, the £7.87 million European Regional Development Fund (ERDF) will be launched by the Ministry of Housing, Communities, and Local Government (MHCLG) on 28 June 2019 of which £4 million will be for ERDF in Priority Axis 4: Supporting the Shift towards a Low Carbon Economy in All Sectors. Through this ERDF Priority Axis 4 Call, Coast to Capital aim to attract applications for projects that respond to the aims of the <u>South2East Energy Strategy</u> and the associated <u>Action Plan and Project Models</u>. The ERDF Call Window will be open for 13 weeks, from Friday 28 June 2019 to Monday 30 September 2019.</p>
Desired Outcomes	<p>A thorough review of where Horsham District Council can work with the Coast to Capital Energy Strategy and actions to take this forward.</p>

Name	Cllr Ruth Fletcher
Proposed Scope / Focus for Review	<p><u>Public Consultation processes</u></p> <p>Review whether our consultation processes make a positive improvement to proposals and what good practice we might adopt.</p> <p>Within 6-12 months to assist with the preparation of the Local Plan</p>
Your Rationale for Selection	<p>The lack of consultation is a common and perennial complaint. This affects many things, but with the review of the Local Plan coming up, it is particularly important.</p> <p>The effectiveness or not of consultation in the planning process is also important and contentious.</p>
Evidence	<p>Last time the HDPF was developed there were over 1000 public comments on the draft and 4000 on the final document – but there were no substantive changes made to it at all; the council had already eliminated the alternative strategic sites before any consultation took place and refused to consider alternative submissions. I think it is important to do better this time.</p>
Desired Outcomes / Objectives / Possible Terms of Reference	<p>Improved consultation, implementation of any suggestions</p>
Other Comments	<p>link to Council's Statement of Community Involvement (Feb 2017)</p>

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Name	Cllr Frances Haigh
Proposed Scope / Focus for Review	<p><u>Housing the Ageing Population</u></p> <ul style="list-style-type: none"> a. Does Horsham District have sufficient housing across all tenures to meet the increasing demand for specialist accommodation for the ageing population and those with disabilities? b. Does the housing in Horsham include an ample range of housing to meet the stages of ageing, including sheltered flats, extra care facilities and nursing homes? c. Is the housing fit for purpose to support independent living? d. What policies and actions can be implemented to ensure there is sufficient suitable housing?
Your Rationale for Selection	BBC Panorama: Crisis in Care Part 1 and 2, currently available on iPlayer until May 2020.
Evidence	Evidence shows that the ageing population of Horsham continues to increase. Although Horsham District is not as remote as other areas such as Somerset, there are similar issues for older people remaining as well as can be within their own homes, in their own communities.
Desired Outcomes / Objectives	The review will then have comprehensive up to date information and recommendations on how to improve the care home provision in Horsham District.
Other Comments	Link to 'Housing and Care for Older People' - the Rural HAPPI 4 Inquiry

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Name	Cllr Belinda Walters
Proposed Scope / Focus for Review	<p><u>Housing Company</u></p> <p>Overview and Scrutiny needs to keep a close watch on the formation of the new Housing Company to review the concept and management again to ensure value for money.</p> <p>Within 6 – 12 months</p>

Name	Councillor David Skipp
Proposed Scope / Focus for Review	<p><u>Health Provision</u></p> <p>It is proposed that the Clinical Commissioning Group (CCG) and the GP practices are called to account for how they propose to reduce the waiting times which are known to reach as much as three or four weeks at some surgeries.</p> <p>Timescale: Urgent action is required.</p>
Your Rationale for Selection	This needs to be resolved as a priority for the increasing Horsham communities, so that every resident has easily accessible and convenient access to a GP.
Evidence	<p>Horsham District has one of the highest ratios of patients to doctors in the country due to the shortage of GPs.</p> <p>Previous offers from Horsham District Council to the GP practices and CCG for the provision of additional surgery space have been declined. These have included sites at Broadbridge Heath, Hurst Road and North of Horsham in the Legal and General site.</p>
Desired Outcomes / Objectives	To establish what steps will be taken by the CCG and GP practices to reduce waiting times.

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Name	Belinda Walters
Proposed Scope / Focus for Review	<p>To review how local supportive green groups will be engaged and involved in the plan to reduce the councils impact on the climate as set out in the approved motion to council and involved in the Year of Green Action.</p> <p>What will the plan cover? What will the Year of Green Action cover? Who will be involved in both? What Performance Indicators and targets will HDC include? How explicit will HDC be about accountabilities?</p>
Your Rationale for Selection	<p>Horsham District Council adopted a motion that agreed residents are very concerned about climate change and promised to create a plan of initiatives across the district and within the responsibilities of the council.</p> <p>The council also agreed to hold a Year of Green Action</p> <p>How these are developed, planned and implemented needs to be reviewed and fed back to Council at regular 3 monthly intervals.</p>
Evidence	The development of a plan was agreed at Council and promoted by SECA and publicised to the general public
Desired Outcomes / Objectives / Possible Terms of Reference	<p>The plan</p> <ul style="list-style-type: none"> To identify what the plan will cover To identify what Performance Indicators and targets it will include To identify how explicit it be about accountabilities To review the plan against its performance and targets and report back to Council <p>Year of Green Action</p> <ul style="list-style-type: none"> To identify which outside agencies will be included in its development and events To identify what Performance Indicators and targets the project will include To review the project plan against its performance and targets and report back to Council

What timescale do you perceive to be necessary for this review?

Urgent

Within six months Within 6-12 months

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Date	11/7/19
Name	Belinda Walters
Email address	Belinda.walters@horsham.gov.uk
Proposed Scope / Focus for Review	Review HDC community and wellbeing initiatives and identify how they relate to needs of the community and integrate with those existing services provided by charities, West Sussex County Council, local hospitals and the new GP Primary Care Networks. To include how these organisations can helping reduce bed blocking in hospitals
Your Rationale for Selection	Many charities exist to support the community across Horsham District and Horsham District Council has responsibility to providing services to the community but do these initiatives provide a seamless service to those that need it. Are these services known within the community and can residents easily apply for support.
Evidence	<p>Horsham District Council has developed and published an Older Persons Directory of Services and rely on GP surgeries and other organisations to promote the services. Are there similar Directories for Children and Working age residents.</p> <p>Many services rely on the internet to apply for these services and many vulnerable residents to not have easy access to the internet. How are they expected to plug into the available services.</p>
Desired Outcomes / Objectives / Possible Terms of Reference	<p>For HDC to investigate how it and charities communicate the available services to vulnerable residents of all ages</p> <p>To identify if these methods of communication are meeting the needs of these residents and to identify how communications could be improved</p> <p>To create an implementation plan and timescale for development and distribution of any identified communication aids</p>
Other Comments	

What timescale do you perceive to be necessary for this review? Within six months

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Name	Belinda Walters
Proposed Scope / Focus for Review	Review HDC planning policy and strategic planning policy and how HDC makes provision for affordable housing for key workers i.e. NHS and local government staff
Your Rationale for Selection	Key workers struggle to find affordable housing across the district. Consequently they chose to work in other places. This is putting strain on maintaining a good work/life balance for staff as well as making it difficult for the for example: NHS to employ and keep staff ensuring services are maintained.
Evidence	The NHS is struggling to attract Doctors and Nurses into the district. Horsham District has one of the highest doctor/patient ratios. This means patients struggle to get appointments.
Desired Outcomes / Objectives / Possible Terms of Reference	Housing solutions for key workers be to identified Horsham District Council to consider becoming a provider of housing for key workers

What timescale do you perceive to be necessary for this review? Within six months

Name	Belinda Walters
Proposed Scope / Focus for Review	Review of HDC planning policy for rural housing to ensure it has been amended to reflect bus service cuts in the countryside.
Your Rationale for Selection	Many rural bus services have been cut making some villages and hamlets inaccessible by public transport. Further building in these areas has the potential for isolating non drivers.
Evidence	West Sussex County Council has continually cut it's subsidy for key bus services and plans to do more. Some villages e.g. Barns Green and Rusper find themselves relying on services which run only on certain days and then only once out and once back.
Desired Outcomes / Objectives / Possible Terms of Reference	To check the definition of sustainable sites against current bus services and potential further cuts To update the policy to ensure applications consider the current and future public services To identify other HDC areas of responsibility particularly Community and Wellbeing to see if HDC can offer support residents who find themselves alone and isolated

What timescale do you perceive to be necessary for this review?

Urgent Within six months Within 6-12 months