

**Minutes of a meeting of Scrutiny Committee Place and Environment  
held on Wednesday, 28th June, 2023  
from 7.00 - 7.38 pm**

**Present:** J Belsey (Chairman)  
K Berggreen (Vice-Chair)

M Avery	J Henwood	A Peacock
R Bates	J Hitchcock	A Rees
J Edwards	T Hussain	G Zeidler

**Absent:** Councillors

**Also Present:** Councillors S Ellis and R Clarke

**1 TO NOTE SUBSTITUTES IN ACCORDANCE WITH COUNCIL PROCEDURE  
RULE 4 -SUBSTITUTES AT MEETINGS OF COMMITTEES ETC.**

None.

**2 TO RECEIVE APOLOGIES FOR ABSENCE.**

None.

**3 TO RECEIVE DECLARATIONS OF INTERESTS FROM MEMBERS IN RESPECT  
OF ANY MATTER ON THE AGENDA.**

None.

**4 TO BE AGREED BY GENERAL AFFIRMATION THE MINUTES OF THE  
PREVIOUS MEETINGS OF THE SCRUTINY COMMITTEES HELD ON 15 AND 22  
MARCH, AND 24 MAY 2023.**

Kevin Toogood, Monitoring Officer confirmed the minutes of the meetings held on 15 March, 22 March and 24 May 2023 were a correct record. The Committee agreed the minutes and they were signed by the Chairman.

**5 TO CONSIDER ANY ITEMS THAT THE CHAIRMAN AGREES TO TAKE AS  
URGENT BUSINESS.**

None.

**6 DISTRICT PLAN REVIEW 2021 - 2039: UPDATE.**

Judy Holmes, Deputy Chief Executive introduced the report.

Members discussed the process to reach Regulation 18 stage, whether Members could observe the Working Group, and sought clarification on the objectives.

Kevin Toogood, Monitoring Officer confirmed that the Terms of Reference did not preclude Members observing the Working Group and a provision to that effect could be added to the terms if it was needed. It was confirmed that observing Members could not participate in the discussions of the Working Group.

The Deputy Chief Executive confirmed that the Terms of Reference for the Working Group included the review of any proposed amendments to housing and non-housing policies. In response to a Member's question, she confirmed it was best practice to undertake a second consultation with Town and Parish Councils after reviewing the representations received from the first consultation and any potential amendments to the draft Plan.

A member of the previous Working Group noted that the detailed work had been evidence based.

The Chairman highlighted that the Leader had requested the cross-party working group to give all parties a chance to represent their views.

As there were no further questions, the Chairman took Members to a vote on the recommendations. The recommendations were proposed by the Chairman and seconded by the Vice-Chairman; they were agreed unanimously.

## **RESOLVED**

The Scrutiny Committee for Place and Environment agreed to:

- (i) Establish a cross-party, politically balanced Members Working Group for the Regulation 19 Submission District Plan, and
- (ii) Agreed the Terms of Reference (Appendix 1) for this Members Working Group.

## **7 SCRUTINY COMMITTEE WORK PROGRAMME.**

Kevin Toogood, Monitoring Officer introduced the report noting that the functions of the Committee are set out in Article six of the Constitution. The report provided suggestions for best practice, and it was for the Committee to choose the themes for their work programme.

The Members discussed the themes in the report and suggested other topics: Burgess Hill Town Centre and Growth Program; Gatwick Airport Expansion; Leisure Policy, Leisure Centres and Playing Pitch Study; Provision of Public Conveniences; Parking Strategy; and the Parks Master Plan.

In response to a Member's concern regarding the time frame of reviewing important themes like Clair Hall, the Chairman advised the Committee could only scrutinise reports once any ongoing work had been completed.

Judy Holmes, Deputy Chief Executive advised it would be difficult for the Scrutiny Committee to influence national policy on planning enforcement as it is a prescribed process. She suggested this potential theme could be reviewed after any interested Members had attended training on planning enforcement.

The Cabinet Member for Sustainable Economy and Housing suggested the water companies should be included when the energy companies are invited to address the Committee.

The Leader of the Council reiterated the importance of the role of the scrutiny committee and time needed to be given to ensure work was complete before coming to scrutiny.

Then Chairman agreed to put forward the suggestions made and advised the Committee should focus on prioritised themes where they can add most value to the scrutiny process.

Louise Duffield, Director Resources and Organisational Development suggested the Members take a vote so the officers can formulate a work programme which would be brought back for further consideration at the next meeting of the Committee. She also confirmed that the committee could review its work programme at any meeting.

As there were no further comments, the Chairman took Members to a vote on the recommendations which set out the aspirations of the Scrutiny Committee for the work programme, noting the officers will provide a draft work programme to be considered at the next meeting. The amended recommendations were proposed by the Chairman and seconded by the Vice-Chairman, they were agreed with 10 in favour and 1 abstention.

## **RESOLVED**

The Scrutiny Committee:

- (a) Considered the potential scrutiny items suggested in the report and additional scrutiny items suggested by the Committee and;
- (b) Having regard to the principles set out in this report and the Council's constitution, set out aspirations for a work programme for the municipal year 2023/24 and beyond, details of which to be reviewed at the next meeting.

## **8 QUESTIONS PURSUANT TO COUNCIL PROCEDURE RULE 10.2 DUE NOTICE OF WHICH HAS BEEN GIVEN.**

None.

The meeting finished at 7.38 pm

Chairman