



Email: [committeeservices@horsham.gov.uk](mailto:committeeservices@horsham.gov.uk)  
Direct line: 01403 215465

# Local Economy Policy Development Advisory Group

**Wednesday, 12th September, 2018 at 5.30 pm**  
**Wallis Room, Parkside, Chart Way, Horsham**

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](mailto:committeeservices@horsham.gov.uk)

Councillors: Gordon Lindsay (Chairman)

Peter Burgess  
John Chidlow  
David Coldwell  
Leonard Crosbie  
Tony Hogben

Liz Kitchen  
Lynn Lambert  
Adrian Lee  
Paul Marshall  
Stuart Ritchie

You are summoned to the meeting to transact the following business

Glen Chipp  
Chief Executive

## Agenda

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	<b>Page No.</b>
1. <b>Apologies for absence</b>	
2. <b>Notes of previous meeting</b>	3 - 4
To receive the notes of the meeting held on 27 June 2018.	
3. <b>New Tariff Proposal for Dukes Square Car Park</b>	5 - 10
4. <b>Forward Plan Extract for the Local Economy Portfolio</b>	11 - 14
To note the Forward Plan extract (if any) for the Local Economy Portfolio	

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**Local Economy Policy Development Advisory Group**  
**27 JUNE 2018**

Present: Councillors: Gordon Lindsay (Chairman), David Coldwell, Leonard Crosbie, Tony Hogben, Lynn Lambert, Adrian Lee and Paul Marshall

Apologies: Councillors: Peter Burgess, John Chidlow, Liz Kitchen and Stuart Ritchie

Also Present: Councillor: Nigel Jupp

1 **NOTES OF PREVIOUS MEETING**

The group received the notes of the meeting held on 2 May 2018.

2 **FORWARD PLAN EXTRACT FOR THE LOCAL ECONOMY PORTFOLIO**

There were no relevant items on the forward plan.

3 **THINK HORSHAM PRESENTATION**

The Head of Economic Development presented the group with an overview of the new Think Horsham website.

The new website would look cleaner, more modern and more professional.

The website would host information regarding commercial properties that are available through HDC as well as providing information from the WSCC commercial property register. The website had information on commercial sites that were available presently. Officers within the Economic Development team can assist with premises and sites that would be available in the near future.

The website would provide improved business support including contact information for the relevant department within HDC and information about funding, networking and potential partnerships available within the district.

The website linked to the latest adopted Economy Strategy and had a news and events page that highlighted upcoming local events regarding local businesses as well as other important news within the district.

When the new website is made live it would undergo constant reviews and updates.

4 **ECONOMIC DEVELOPMENT PROJECTS UPDATE**

The Head of Economic Development provided the group with an update on Economic Development within the district.

It was reported LEAP Small Grants Scheme had been again open to applications for businesses located within the district. The scheme had been specifically aimed at the District's small visitor economy businesses. The Council would seek applications for Grants of up to £4,000 in 3 rounds:

Round 1 – Had closed with 4 applications being received with 3 approved.

Round 2 – Would close at the end of June 2018 with 3 applications being received to date.

Round 3 – Would open at the end of September 2018 and close at the end of October 2018.

If the number of applications received were to continue at a low level, the funding criteria would be reviewed to encourage more applications.

The Journey 2 Work (J2W) program had been successfully funded for the next 12 months and further funding had been secured from the DWP to appoint a J2W coordinator based in HDC.

A local training organisation had been appointed to set up and manage 3 'WISH Job Clubs' in the district to help support people in the local community when finding jobs. The first WISH club would open in Billingshurst with 2 more clubs were to be opened in the future.

The Head of Economic Development provided the group with an update on external funding regarding EAFRD and LEADER.

*The meeting closed at 6.23 pm having commenced at 5.30 pm*

CHAIRMAN

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**Parkside, Chart Way, Horsham,  
West Sussex RH12 1RL**

## **FORWARD PLAN**

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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](http://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](mailto:committeeservices@horsham.gov.uk)

Tel: 01403 215123

Published on 03 September 2018

#### **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.



	<b>Subject/Decision</b>	<b>Decision Taker</b>	<b>Date(s) of decision</b>	<b>Is all or part of this item likely to be dealt with in private</b>	<b>Contact Officer</b> <b>Cabinet Member</b> (NB include name, title and email address)
4.	<b>Car parking charges - Hurst Road and Dukes Square</b> Policy Development Advisory Group 12 September 2018	Cabinet	20 Sep 2018	Open	Ben Golds, Head of Parking Services ben.golds@horsham.gov.uk  Cabinet Member for Local Economy (Councillor Gordon Lindsay)
5.	<b>Development of industrial units at Oakhurst Phase 4</b> Policy Development Advisory Groups 31 October and 5 November 2018	Cabinet	22 Nov 2018	Part exempt	Brian Elliott, Head of Property & Facilities brian.elliott@horsham.gov.uk  Cabinet Member for Finance and Assets (Councillor Brian Donnelly), Cabinet Member for Local Economy (Councillor Gordon Lindsay)

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