



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

Local Economy Policy Development Advisory Group

Tuesday, 9th April, 2019 at 5.30 pm
Howard 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

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

	Page No.
1. Apologies for absence	
2. Notes of previous meeting	3 - 6
To receive the notes of the meeting held on 6 February	
3. Contract for replacement ANPR car park system	
There will be a presentation from the Head of Parking Services to provide an update.	
4. Inward Investment Prospectus	
Plans to attract new businesses to the District	
5. BID (Business Improvement District)	

To update the group on the progress with the BID since it was considered by the PDAG in February. This relates to Horsham Town Centre.

6. **Gigabit Project**

To explain the gigabit project to the group. This project will build a gigabit-capable broadband network at some of Horsham District Council's public sector sites.

7. **LEAP Funding Update**

8. **Retail Training Feedback**

To present the end of programme report which delivered training and support for independent retailers across the district.

9. **Forward Plan Extract for the Local Economy Portfolio**

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To note the Forward Plan extract for the Local Economy Portfolio

Local Economy Policy Development Advisory Group
6 FEBRUARY 2019

Present: Councillors: Gordon Lindsay (Chairman), Peter Burgess, Tony Hogben, Liz Kitchen, Lynn Lambert, Adrian Lee and Stuart Ritchie

Apologies: Councillors: John Chidlow, David Coldwell, Leonard Crosbie and Paul Marshall

Absent: Councillors:

Also Present:

18 **NOTES OF PREVIOUS MEETING**

The Group received the notes of the meeting held on the 19th December 2019.

19 **BUSINESS IMPROVEMENT DISTRICT (BID) FOR HORSHAM TOWN CENTRE**

The Head of Economic Development provided the Group with an update on the BID for Horsham Town Centre.

The proposal for a BID had been approved by Cabinet. The next steps were to make progress in the procurement process with the Economic Development team drafting the relevant tender.

The ballot stage should begin in 2020.

The Group were pleased with this outcome and the progress being made.

20 **CHRISTMAS PARKING IN HORSHAM TOWN CENTRE**

The Head of Parking Services presented a summary review of Parking in the town centre throughout the Christmas period.

Various concerns were raised in the lead up to the Christmas period that included; the reduction of parking spaces due the closure of Piries Place; severe weather; equipment reliability; Christmas related events being held in the town; and a spike in vandalism before the Christmas period, especially relating to car park lifts.

The Parking Services team tried to negate these concerns by; providing additional spaces in the town centre, opening more parking spaces in the Swan Walk car park; Hurst Road car park had re-opened after having a re-design to provide more spaces; Dukes Square and Parkside car parks were opened to the public during evenings and weekends; leaflets were sent to businesses, posters were put up, posts were made to social media, a press release was put

out, and there was staff on site throughout the period to inform the public of where they could park. The staff that were on site could help members of the public, take payments via tablet and provide equipment maintenance.

21 **CHRISTMAS IN HORSHAM TOWN CENTRE**

The Town Centres & Events Manager summarised a report on the footfall in Horsham Town Centre during the 2018 Christmas period.

It was reported that footfall in the town centre held up well even with the closure of Piries Place car park, severe weather and the current redevelopment sites.

Looking to next year's Christmas period the new Piries Place car park will be open, other redevelopment sites will have been completed and there will be new shops and trading opportunities in Swan Walk. The Town Centre & Events team will be looking to develop existing Christmas events, look again at a cabin-based market to run during the period, re-use well received events and ideas provided in the Year of Culture and also continue the Window Wonderland shop windows and displays campaign.

22 **JULIA DONALDSON EXPERIENCE**

The Town Centre & Events Manager reported that the Economic Development team are currently looking to see if a new permanent visitor attraction based on the works of Julia Donaldson would be feasible from 2020.

The Group were in favour of exploring this idea.

23 **TOWN CENTRE ENTRY SIGNS**

The Town Centre & Events Manager presented the case for refreshing the Town Centre Entry Signs around the town.

The new signs would be larger and the locations will be altered to improve and aid visibility.

The new signs would be visually updated to incorporate the District Visitor Economy branding and the latest HDC logo and Year of Culture logo during 2019. The signs would also display a 'Thank you for visiting' message on their reverse and the graphics would be easily changeable due to their design.

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

The group noted the relevant item appearing on the Forward Plan.

The meeting closed at 6.49 pm having commenced at 5.30 pm

CHAIRMAN

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FORWARD PLAN – Local Economy Portfolio

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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) 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 March 2019

What is a Key Decision?

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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/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.	Development of industrial units at Oakhurst Phase 4 Policy Development Advisory Groups 8 April 2019	Cabinet	6 Jun 2019	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)
12. page 9	Contract for replacement ANPR car park system Policy Development Advisory Group 03 April 2019	Cabinet	6 Jun 2019	Part exempt	Ben Golds, Head of Parking Services ben.golds@horsham.gov.uk Cabinet Member for Local Economy (Councillor Gordon Lindsay)

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