



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

# Leisure and Culture Policy Development Advisory Group

Wednesday, 13th November, 2019 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: Jonathan Chowen (Chairman)

Chris Brown	Lynn Lambert
Christine Costin	John Milne
Ruth Fletcher	Roger Noel
Billy Greening	Bob Platt
Tony Hogben	Josh Potts

You are summoned to the meeting to transact the following business

Glen Chipp  
Chief Executive

## Agenda

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	Page No.
1. <b>Apologies for absence</b>	
2. <b>Notes of previous meeting</b>	3 - 6
To receive the notes of the meeting held on 18 September 2019	
3. <b>Wilder Horsham District</b>	7 - 18
The Council is working in partnership with the Sussex Wildlife Trust on the Wilder Horsham District project, which sets out to: help wildlife thrive across the district; create networks of protected land for the benefit of habitats and species; and increase awareness of actions that communities can take.	
4. <b>Forward Plan Extract for the Leisure and Culture Portfolio</b>	19 - 22
To note the Forward Plan extract for the Leisure and Culture Portfolio	

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**Leisure and Culture Policy Development Advisory Group**  
**18 SEPTEMBER 2019**

Present: Councillors: Jonathan Chowen (Chairman), Chris Brown, Christine Costin, Ruth Fletcher, Billy Greening, Lynn Lambert, John Milne, Roger Noel, Bob Platt and Josh Potts

Apologies: Councillors: Tony Hogben

24 **NOTES OF PREVIOUS MEETING**

The notes of the meeting held on 31 July were received.

25 **MEMBER UPDATES ON VISITS TO DIFFERENT ASPECTS OF THE LEISURE AND CULTURE PORTFOLIO**

The Cabinet Member invited the Group to relay their experiences of visits to the different cultural locations within the district that were the responsibility of the Leisure & Culture portfolio.

Locations discussed included: Southwater Country Park; Quarry Park; Warnham Nature Reserve; Bramber Brooks; Leechpool Woods; The Bridge Leisure Centre; The Capitol Theatre; and Horsham Museum.

26 **THE CAPITOL THEATRE - BAR AND CAFE**

The Capitol's General Manager introduced the report that was going to Cabinet on 26 September that sought approval for the operation of the café and bar to be managed directly in-house rather than by a contractor.

The contract with the previous contractor, who also managed The Conservatory café, had ended earlier in the year. The General Manager anticipated a significant increase in income for The Capitol by bringing the running of these facilities in-house. It would also allow for a more flexible service, in terms of hours of operation and the variety of drinks and food on offer.

The Cabinet Member invited the Group to comment on the proposals. They were supportive of the proposals and were of a view that Cabinet should follow the recommendations as stated in the report.

27 **CAPITOL FUTURE PLANS**

The Capitol's General Manager outlined the three distinct strands of work that were being undertaken regarding future plans for The Capitol.

**Cinema Offer:** This was being reviewed, with the help of a specialist Cinema Consultant, with a view to adapting the offer in the light of the recently opened Everyman Cinema. This work would also look at short-term options.

**Audience Development:** An analysis of those currently using The Capitol with a view to broadening the offer to a wider demographic.

**Long-term aspirations:** Looking at the current offer from The Capitol and other cultural centres in the town, eg the Museum, with a view to investigating the potential for a large-scale arts centre for the district.

The Group discussed other ideas regarding future improvements to the Capitol Theatre and noted progress to date.

28 **PLAYING PITCH STRATEGY**

The Head of Leisure and Culture gave a presentation on the proposed Playing Pitch Facility Strategy and Action Plan for the Council. A report seeking adoption of the strategy was going to Cabinet on 26 September.

The Group noted that the strategy could be used as an evidence base in relation to the current review of the Horsham District Local Plan and would give the Council more control in discussions with developers.

The Head of Leisure and Culture stated that the strategy would support local organisations and parishes in accessing external funding. This strategy and the Built Facility Strategy had been developed over two years, and written with guidance from independent consultants. The consultants' overall findings were that the Council's facilities were as would be expected or good in terms of both quantity and quality.

29 **BUILT FACILITY STRATEGY**

The Head of Leisure and Culture gave a presentation on the proposed Built Sports Facility Strategy for the Council. A report seeking adoption of the strategy was going to Cabinet on 26 September.

The Group noted that the strategy could be used as an evidence base in relation to the current review of the Horsham District Local Plan and would give the Council more control in discussions with developers.

The Head of Leisure and Culture stated that the strategy would support local organisations and parishes in accessing external funding. This strategy and the

Playing Pitch Strategy had been developed over two years, and written with guidance from independent consultants. The consultants' overall findings were that the Council's facilities were as would be expected or good in terms of both quantity and quality.

30 **FORWARD PLAN EXTRACT FOR THE LEISURE AND CULTURE PORTFOLIO**

The Group noted the contents of the forward plan extract.

*The meeting closed at 7.52 pm having commenced at 5.30 pm*

CHAIRMAN

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

## **FORWARD PLAN – Leisure & Culture Portfolio**

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 also includes 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 31 October 2019

**What is a Key Decision?**

A key decision is an executive decision which, is likely –

- (i) to result in the Council incurring expenditure which is, or the making of savings which are, 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)
1.	<b>Highwood Community Centre - Development Proposal and Construction Contract Award</b> Policy Development Advisory Group 10 July 2019	Cabinet	28 Nov 2019	Open	Brian Elliott, Head of Property & Facilities brian.elliott@horsham.gov.uk  Deputy Leader and Cabinet Member for Leisure and Culture (Councillor Jonathan Chowen)

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