



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

Horsham Town and Local Economy joint Policy Development Advisory Group

Wednesday, 13th July, 2022 at 5.30 pm

Via Remote Access

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: Christian Mitchell (Chairman) and Jonathan Chowen (Chairman)

Andrew Baldwin
Toni Bradnum
Karen Burgess
Peter Burgess
Christine Costin
Jon Olson
Stuart Ritchie
David Skipp
Ian Stannard
Clive Trott

Matthew Allen
Chris Brown
Billy Greening
Nigel Jupp
Gordon Lindsay
Colin Minto
Mike Morgan
Roger Noel

You are summoned to the meeting to transact the following business

Jane Eaton
Chief Executive

Agenda

	Page No.
1. Apologies for absence	
2. Notes of previous meetings	
a) To receive the notes of the meeting of the Horsham Town PDAG held on 16 March	3 - 4
b) To receive the notes of the meeting of the Local Economy PDAG held on 26 May	5 - 8

To receive the following items relating to the Horsham Town portfolio:

3. **Horsham Markets - Service Review and Future Options Appraisal**

Consultants Quarterbridge Ltd will provide a presentation on the Market review report followed by a question and answer session. The Group will then be invited to consider the report recommendations and future market options.

4. **A Boards Policy**

The Corporate Project Manager will provide an update on next steps.

To receive the following items relating to the Local Economy portfolio:

5. **Update on economic data, trends and projects**

6. **UK Shared Prosperity Fund**

7. **Economic Development Team restructure**

8. **Plate Up Local**

To receive a briefing on an initiative bringing together hospitality businesses and producers with a view to enable more local produce to be served on local menus

9. **Forward Plan Extract for the Horsham Town and Local Economy Portfolios**

9 - 12

To note the Forward Plan extract for the two portfolios

Horsham Town Policy Development Advisory Group
16 MARCH 2022

Present: Councillors: Christian Mitchell (Chairman), Martin Boffey, Toni Bradnum, Karen Burgess, Peter Burgess, Christine Costin, Ruth Fletcher, Billy Greening, Roger Noel and David Skipp

Apologies: Councillors: Stuart Ritchie

8 **NOTES OF PREVIOUS MEETING**

The notes of the meeting held on 26 January 2022 were received by the Group.

9 **QUEEN'S JUBILEE - ARRANGEMENTS**

The Head of Leisure & Culture provided the Group with an overview of the plans for the Queen's Jubilee. Horsham District Council would be working closely with local groups and organisations for events that are taking place over the Jubilee weekend.

Events would include:

- The Beacon of Light, illuminating the Capitol.
- Events in Horsham Carfax, including decorations, food and drink, live performances, and interactive community opportunities.
- Market and other business led activities.
- Making it easy for the community to hold street parties and celebrations.
- The Queen's Green Canopy will deliver a programme of tree planting across the District, commencing on 11 March in Horsham Park.

10 **PUBLIC REALM**

City Fibre

The Director Of Corporate Resources presented an update on CityFibre.

The Council agreed, in 2017, to join a countywide project, led by West Sussex County Council, to roll out ultrafast broadband to some Council owned buildings.

In 2018, West Sussex County Council awarded a contract to implement a gigabit capable fibre infrastructure to CityFibre.

Towards the end of 2021 CityFibre announced the launch of its full fibre to home programme across Horsham District.

Forum Fountains

The Property Manager provided an update on the Forum Fountains.

The team was aiming to have the existing fountain operational from April 2022. With further works to be determined at a later date.

Horsham Streets

The Corporate Project Manager provided an update on the Horsham Town streets works.

Materials were still being sourced. Three TRO applications had been submitted to allow businesses to continue trading once works commence.

11 **BURTON COURT BIN STORE**

The Head of Property & Facilities reported that the bin store was planned to be outside and located in Park Place. The plan would be refined and a meeting had been arranged with the retailers for further feedback.

12 **'A' BOARDS POLICY**

The Corporate Project Manager presented an overview of the draft 'A' Boards Policy. The draft policy would be circulated to Members for further feedback.

The meeting closed at 7.16 pm having commenced at 5.30 pm

CHAIRMAN

Local Economy Policy Development Advisory Group
26 MAY 2022

Present: Councillors: Jonathan Chowen (Chairman), Matthew Allen, Chris Brown, Billy Greening, Gordon Lindsay and Colin Minto

Apologies: Councillors: Peter Burgess, Mike Morgan, Roger Noel and Jack Saheid
Absent: Councillors:

Also Present: Jon Olson

4 **NOTES OF PREVIOUS MEETING**

The notes of the previous meeting, held on 9 March, were agreed

5 **ECONOMIC UPDATE**

The Head of Economic development provided an update on Current Projects and data relating to the local economy. Current projects highlighted included the Horsham District Mystery Trails, a programme of free training for independent retail and hospitality businesses, and Journey to Work (J2W) supporting people aged 50 or older who are seeking to reskill or get back into work.

Graphs were presented indicating footfall, and incorporations / dissolutions and liquidations. It was noted that, whilst all town centres showed a boost in March this was considerably more extreme in Steyning. No clear reason was identified. It was also noted that the business incorporations / dissolutions and liquidations in West Sussex as a whole during the first quarter of 2022 showed that the greatest activity was in the Business Services sector. It was agreed that a Horsham based presentation of this data would be useful.

Business survival rates were also presented and reflect a prevailing trend for Horsham being higher than both national and Coast-to-Capital levels. In line with other local authorities within West Sussex, Claimant rates have increased in March 2022 compared to 2020.

6 **UPDATE ON LEVELLING UP ROUND 2 AND SHARED PROSPERITY FUND**

The presentation went on to address Round 2 of the newly launched Levelling Up Round 2 Fund, focusing on three key themes:

- Transport investments
- Regeneration and town centre investment, and
- Cultural investment

The application window is open from 31st May to 6th July. Bids are accepted up to a value of £50m for Transport projects, and £20m for other categories. It was advised that Horsham District is in the lowest priority category. There are some projects under development – such as the regeneration of the Bishopric and a feasibility study for the Arun trail. It was agreed that options related to the LC WIP would be revisited in case there was scope for a bid, but also recommended that having a few “oven ready” schemes, particularly in regard to transport investment, would improve our ability to take advantage of short notice opportunities.

7 **UK SHARED PROSPERITY FUND (UKSP)**

The final element of the presentation addressed the UK Shared Prosperity Fund (UKSPF) which is a central pillar of the Levelling Up agenda and provides £2.8bn new funding for local investment against three priority areas:

- Community and Place
- Supporting local business
- People and skills

£1m has been allocated to Horsham DC, over 3 years, and will be received in any event, but the use of this funding will need to engage local stakeholders and reflect local priorities. Further guidance is expected in the Summer but it is certain that a local Partnership Group will need to develop the investment plan.

A prospectus, setting out targets, outcomes and further detail on appropriate projects will be shared with members of the PDAG

The timescale is quite daunting since investment plan submissions must be received between 30th June and 1st August and a plan involving and endorsed by partners will need to be developed within this timeframe. The considerable resources needed to prepare a bid will need to be considered against the opportunities that a bid will present.

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

The Forward Plan was noted

9 **OTHER BUSINESS**

It was suggested by Cllr Noel that there would be merit in holding the next meeting (scheduled for 12 September), at the Horsham Football Club premises at Hop Oast. Cllr Noel agreed to make initial enquiries and furnish contact details for final arrangements.. .

The meeting closed at 7.00 pm having commenced at 6.00 pm

CHAIRMAN

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FORWARD PLAN – Local Economy and Horsham Town portfolios

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

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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.

	Subject and Date of Policy Development Advisory Group for consultation	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)
1.	Park Place Bin Store	Cabinet Council	21 Jul 2022 7 Sep 2022	Open	Brian Elliott, Head of Property & Facilities brian.elliott@horsham.gov.uk Cabinet Member for Horsham Town (Councillor Christian Mitchell)
13.	Corporate Plan 2023 - 2027	Cabinet Council	26 Jan 2023 22 Feb 2023	Open	Jane Eaton, Chief Executive jane.eaton@horsham.gov.uk Leader of the Council and Property and the Local Economy (Councillor Jonathan Chowen)

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