



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

Local Economy & Place Policy Development Advisory Group

Monday, 6th November, 2023 at 5.30 pm
Wallis room and via Remote Access

Councillors: Ruth Fletcher (Chair)

Mark Baynham
Jon Campbell
Paul Clarke
Nigel Emery
Tony Hogben

Alex Jeffery
Joanne Knowles
Richard Landeryou
Colin Minto
John Trollope

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 meeting	3 - 6
To receive the notes of the meeting held on 11 September	
To receive the following items relating to the policy development process:	
3. Hill Cemetery Lodge	
The Group will receive a briefing on the proposed procurement contract, before it is considered by Cabinet on 23 November.	
4. Business Survey Results	
The Group will receive high level results from the business survey carried out earlier this year.	

5. **Economic Strategy** 7 - 26
The Group will be provided with economic statistics and the proposed date for the Economic Strategy workshop.
- To receive the following service updates:
6. **Update on Shared Prosperity Fund** 27 - 30
The Group will receive an update on the Shared Prosperity Fund projects.
7. **Update on Rural England Prosperity Fund**
The Group will receive an update on the grant applications received.
8. **Update on Bishopric & Carfax Schemes**
The Group will receive an update on the overall programme and proposed future consultation arrangements.
9. **Carfax Cobbles Repair Works - Update**
The Group will receive a progress update on the state of the cobbles.
10. **Forward Plan Extract for the Local Economy & Place Portfolio** 31 - 34
To note the Forward Plan extract for the Local Economy & Place portfolio

Local Economy & Place Policy Development Advisory Group
11 SEPTEMBER 2023

Present: Councillors: Ruth Fletcher (Chair), Jon Campbell, Paul Clarke, Nigel Emery, Tony Hogben, Alex Jeffery, Joanne Knowles, Colin Minto and John Trollope

Apologies: Councillors: Mark Baynham and Richard Landeryou

Also Present: Councillor Mike Croker

9 **NOTES OF PREVIOUS MEETING**

The notes of the meeting on 3 July were received.

10 **HORSHAM BID (BUSINESS IMPROVEMENT DISTRICT)**

Rachel Noel from Horsham BID and Mo Aswat from the Mosaic Partnership joined the meeting to give a presentation on proposals to make a Business Improvement District (BID) for Horsham town.

A BID is an arrangement whereby businesses cooperate with each other to create a costed business plan comprising a number of improvements and initiatives, which focus on areas that are not the statutory responsibility of the local authority. Each business pays an annual levy during the lifetime of the BID (up to five years). The proposal for the Horsham BID is that the size of the levy is 1.5% of the rateable value of the premises, with those below £12,000 exempt from payment.

Mosaic had helped develop over 140 BIDs in the UK and were supporting the Horsham BID with a 100% success rate. A feasibility review and setup of the project had been completed and consultation with over 300 local businesses, including face to face visits, were taking place. A business plan was being developed which was likely to include projects related to: destination marketing and investment; events and promotion; safety and security; and accessibility and parking.

The proposed business plan would then be put to the vote in a postal ballot of all the businesses throughout the month of November. It was noted that HDC's key responsibility in the process was running the ballot. If a majority vote to establish a Horsham BID all businesses would pay the annual levy, including HDC as a business within the town centre defined BID area.

The Group noted the processes being undertaken in the run up to the ballot. The different areas of focus of the emerging business plan were discussed, including the extent to which security issues might be prioritised. It was confirmed that the BID would work alongside other agencies, including the

police, to ensure any initiatives in the BID would complement rather than duplicate other services.

It was noted that existing BIDs were almost universally successful, bringing business support and additional income into each area. The Cabinet Member thanked Rachel and Mo for their informative presentation.

11 **QUEEN STREET/QUEENSWAY PUBLIC REALM IMPROVEMENTS UPDATE**

The Project Manager briefed the Group on progress on the public realm improvements at the junction of Queen Street and Queensway. Work was expected to commence shortly, now that the CityFibre cable laying has been suspended for the time being while they establish a new delivery partner.

It was noted that the two TROs (Traffic Regulation Orders) submitted to WSCC had been rejected (one was to make part of a bay in Queensway for scooter parking, and to reduce both bays from 2-hour to ½-hour parking). The Project Manager agreed to formally respond to WSCC.

12 **ELECTRICITY AND GAS PROCUREMENT CONTRACT**

The Cabinet Member explained that the current flexible energy procurement arrangement was due to expire in September 2024, and a new contract would continue the same flexible arrangement. This was the first part of the process and focussed on the nature of the procurement. The Director of Place confirmed that details of what energy sources could be chosen, including participating in 'green baskets' to allow purchases from renewable generators, would be considered at a later date.

13 **CLEANING SERVICES CONTRACT**

The Group noted that the current Cleaning Services contract would come to an end in May 2024. The contract included a number of public spaces including The Capitol and the Museum as well as offices and public toilets. It was proposed to continue with a similar arrangement together with Mid Sussex, Crawley and Mole Valley.

14 **FORWARD PLAN EXTRACT FOR THE LOCAL ECONOMY & PLACE PORTFOLIO**

The Forward Plan extract was noted.

The meeting closed at 6.42 pm having commenced at 5.30 pm

CHAIRMAN

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

FORWARD PLAN

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 November 2023

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)
2.	Hills Cemetery Lodge Refurbishment and Decarbonisation Project	Cabinet	23 Nov 2023	Part exempt	Head of Property & Facilities (brian.elliott@horsham.gov.uk) Cabinet Member for Local Economy and Place (Councillor Ruth Fletcher)
13.	Cleaning Services Contract	Cabinet	21 Mar 2024	Open	Director of Place (barbara.childs@horsham.gov.uk) Cabinet Member for Local Economy and Place (Councillor Ruth Fletcher)

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