

HORSHAM DISTRICT COUNCIL
NEIGHBOURHOOD AREA DESIGNATION
HORSHAM BLUEPRINT
RE-DESIGNATION OF A NEIGHBOURHOOD BUSINESS FORUM

1.0 Background

1.1 The Neighbourhood Planning (General) Regulations 2012, Part 3 (9) specify what a Local Authority must do to publicise a ‘forum application’ and, following consideration and determination of the application, what it must do to publicise the outcome. Regulation Part 3 (9) requires a copy of the application, a statement that if a designation is made no other organisation or body may be designated for that neighbourhood area until that designation expires or is withdrawn. Details of how to make representations and the date by which those representations must be received (being not less than 6 weeks from the date the application is first publicised) must be put on the Local Authority website.

2.0 Application

2.1 An application for re-designation for the neighbourhood plan business forum was made by Horsham Blueprint on 2 June 2020 as shown in Appendix A. Horsham Blueprint made a previous application June 2015, that ran for the full five years and ended on 5 June 2020.

2.2 The application included a copy of the written constitution of the proposed neighbourhood forum, the name of the neighbourhood area to which the application related and a map which identifies the area.

2.3 The application also included the contact details of a member of the proposed neighbourhood forum,

2.4 The application was accompanied by a statement which explained how the proposed neighbourhood forum meets the conditions contained in section 61F (5) of the 1990 Act.

2.5 The Council considers the application meets the requirements of Regulation 8.

3.0 Publicity and Consultation

3.1 The application was advertised on the Council’s website and by the public notice in the West Sussex County Times Newspaper on the 25 June 2020

3.2 The Council’s website explained the purpose and period of the consultation (17 June 2020 to 29 July 2020), and how to make representations either on the website or in writing to the Council. There was access via the website to a copy of the application documents received from the applicant.

3.3 Further discretionary publicity included a mail-shot to individuals and groups drawn from the Council's planning policy consultation database who might be interested in the area application by virtue of their business, location or other interest in the area.

3.4 In light of announcements regarding COVID - 19, Horsham District Council is to review its protocols regarding the consultation process for neighbourhood plans, a number of which were published for public consultation shortly before the Government imposed the nationwide lockdown. Since lockdown has been some-what lifted, and people can meet face to face (although socially distant), HDC has decided to not implement deposit locations as part of current consultations. This is due to not being able to regulate any documentation within the respective deposit locations in Neighbourhood Areas, and concerns over cross contamination of hard copies of documents.

Instead HDC (along with various communities) have implemented a telephone service, where members of the public can contact an officer to discuss any queries in regards to the Neighbourhood Plan consultation. Indeed, the accompanying information and documentation was available for the full 6 weeks on HDC's website.

3.5 The Council is satisfied that this publicity has allowed the area to be brought to the attention of people who live, work or carry on business in the area to which the application relates, and that it meets the requirements set out in Regulation 9.

4.0 Representations

4.1 The Council received 10 representations, 4 in support of the application, 5 no comments and 1 objection were received. A short summary of these representations can be found in Appendix C.

5.0 Comment

5.1 The Council is satisfied that the body Horsham Blueprint meets the express purpose of promoting and improving the social, economic and environmental well-being of the area, and is satisfied its membership is open to individuals who live, work and include an elected Member in the neighbourhood area.

6.0 Delegated Decision

6.1 The Chief Executive Officer hereby exercise their delegated authority to agree the application and re-designate Horsham Blueprint as a Neighbourhood Plan Business Forum.

6.2 A copy of this statement will be placed on the Council's website, sent to Horsham Blueprint and relevant District Councillors. A copy of the written constitution, the name of the neighbourhood area to which the designation relates and contact details for at least one member of the neighbourhood forum will be made available online. The publicity for the Council's decision will thereby meet the requirement of Regulation 10 of the Neighbourhood Plan Regulations 2012 (General) (as amended).

Signed:



Glen Chipp
Chief Executive
Date: 24 August 2020

Appendix A – Forum application and map



Horsham
District
Council

Application to Designate a
Neighbourhood Forum

Neighbourhood Planning (General) Regulations 2012

This application form asks for information (Regulation 5) to assist the Council in publishing a forum application (Regulation 9) and after receiving any relevant comments in taking a decision* (Regulation 10).*

If you have any queries about this form please contact:

- ☎ telephone Strategic and Community Planning - 01403 215208
- ✉ email to: strategic.planning@horsham.gov.uk
- ✉ post to: Strategic Planning and Performance, Horsham District Council,
Park North, North Street, Horsham, West Sussex, RH12 1RL

Note all information provided on this form in support of the application will be publicised

Thank you. When completed please return this form - together with your written constitution and Map which identifies the area - to the above address.

*We will acknowledge and advise you on publicity and reporting arrangements and the decision of Horsham Council on your application. *Where the intended Plan Area includes land within the South Downs National Park then this application will also fall for their consideration and approval.*

APPLICATION INFORMATION

A NAME OF THE PROPOSED NEIGHBOURHOOD FORUM

Name of Proposed Forum	Horsham Blueprint Business Neighbourhood Forum
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B NAME OF THE NEIGHBOURHOOD AREA TO WHICH THE APPLICATION RELATES, PLEASE ATTACH A MAP WHICH IDENTIFIES THE AREA

Name of Neighbourhood Area	Horsham Town Un-Parished Area
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C CONTACT DETAILS

Name	Andrew Cooke
Telephone number	07882 920413
E-mail address	chair@horshamblueprint.org

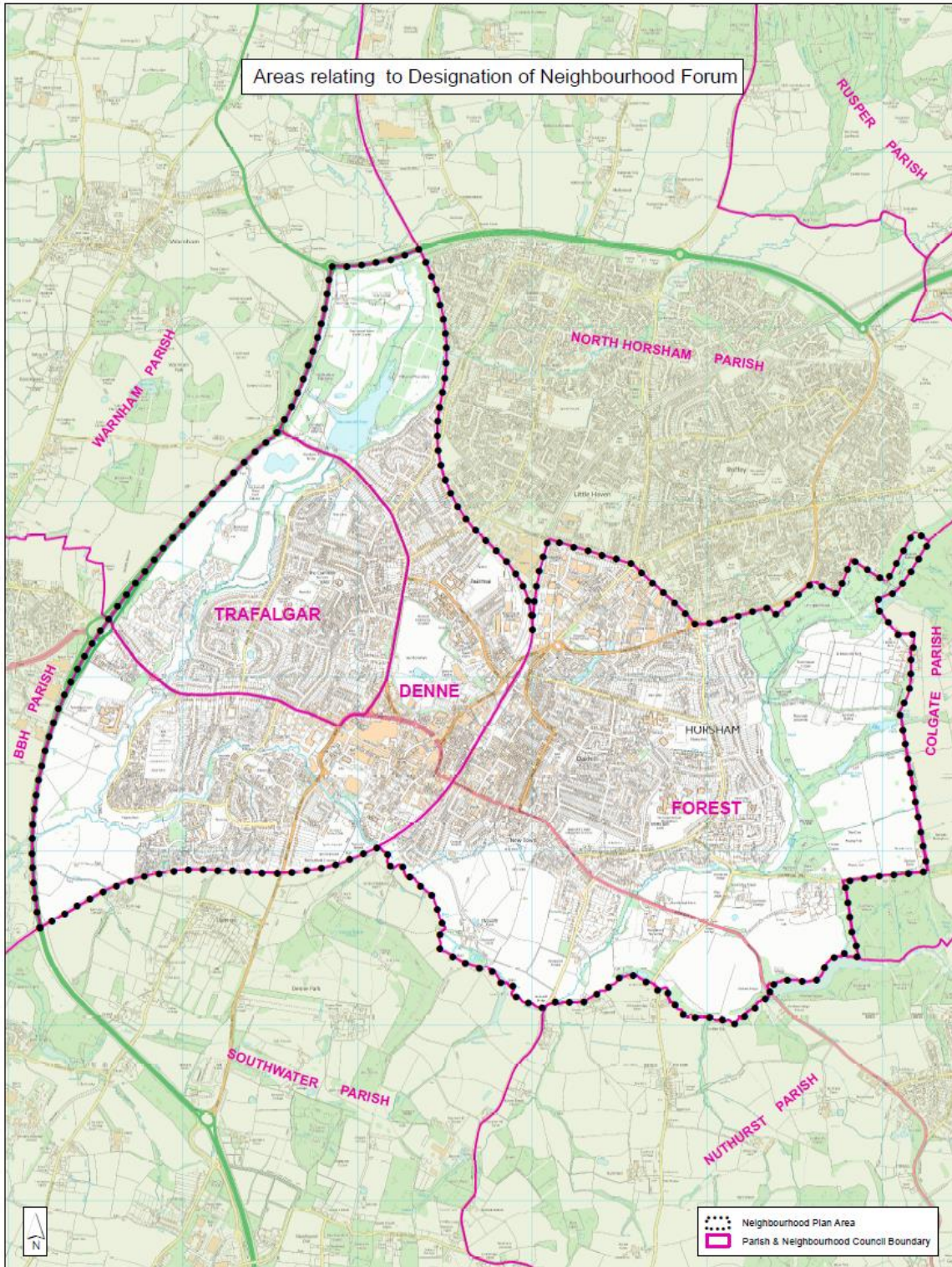
D STATEMENT

SEE ATTACHED SHEET

Summary

This is an application for the re-designation of Horsham Blueprint Business Neighbourhood Forum on the expiry of the current designation (5th June 2020).

The re-designated Forum will relate to the existing Neighbourhood Plan Area (as specified in the Horsham District Council Decision Notice dated 5 June 2015).



Areas relating to Designation of Neighbourhood Forum

Horsham District Council
 Park North, North Street, Horsham,
 West Sussex. RH12 1RL
 Rod Brown : Head of Planning & Environmental Services

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Application to the Horsham District Council under
 The Neighbourhood Planning (General) Regulations 2012 Regulation 8.

Reference No : NCNP1	Date : 12/08/13	Scale : 1:20,000
Drawing No :	Drawn :	Checked :
		Revisions : 02/09/14

Appendix B – Public notice



**Horsham
District
Council**

PUBLIC NOTICE OF CONSULTATION ON THE HORSHAM BLUEPRINT BUSINESS NEIGHBOURHOOD FORUM

REDESIGNATION IN ACCORDANCE WITH THE NEIGHBOURHOOD PLANNING (GENERAL) REGULATIONS 2012 (AS AMENDED)

The Horsham Blueprint Business Neighbourhood Forum (HBBNF) was designated five years ago to prepare a Neighbourhood Development Plan for the un-parished part of Horsham town. In accordance with the Neighbourhood Planning Regulations 2012 (as amended), this Forum must be re-designated every five years to allow the process of Neighbourhood Plan preparation to continue. We are now at this stage.

A 6 week consultation on the re-designation of the Forum is being held between **Wednesday 17 June** and **Wednesday 29 July 2020**.

Copies of the application and supporting documents, and information about how to comment, are available to view on the Horsham District Council's website:

<https://www.horsham.gov.uk/planningpolicy/planning-policy/currentconsultations>

We encourage respondents to make comments via our online consultation system if possible. The deadline for comments is 12am (midnight) on **Wednesday 29 July 2020**

In light of the Covid-19 pandemic Horsham District Council has reviewed its protocols for consulting on neighbourhood planning matters to ensure the process can continue in a safe manner in line with Government guidelines.

At the current time it is not possible to make hard copies of documents available in our offices or libraries. If you are not able to access documents online please telephone or email the address below.

Email: neighbourhood.planning@horsham.gov.uk or SAS@southdowns.gov.uk

Telephone: 01403 215398

NOTIFICATION

Horsham District Council will process the information you provide in any representations in a manner that is compatible with the General Data Protection Regulations (GDPR). **PLEASE BE AWARE THAT ALL REPRESENTATIONS RECEIVED BY THE AUTHORITY WILL BE MADE PUBLICLY AVAILABLE (IN DUE COURSE). THESE WILL BE IDENTIFIABLE BY NAME AND, WHERE APPLICABLE, BY ORGANISATION.**

Appendix C – Summary of representations

Comment context	Details
	<i>The Council received 10 representations in total. From members of the public, statutory consultees and local groups.</i>
No comment	Five of the representations received responded with no comment at this stage (statutory consultees)
Requirement of facilities	<p>Representation were raised in regards to what kind of facilities the Horsham Blueprint could provide going forward e.g. places of worship, education facilities and employment space.</p> <p>They also commented on the role of the voluntary sector within the community, in terms of supporting quality-of-life, tackling social exclusion and inequalities including crime.</p> <p>They representation noted the link between plan making for sustainable communities and the link to diversity and equality. There should be a link to social infrastructure including places of worship in relation to the need for Gospel Halls.</p>
Public can have their say	<p>Comments covered the importance of the Neighbourhood Plan is essential to enable the public to have their say in the future of their area. And that the previous NDPs have been comprehensive and should be continued in the future.</p> <p>One objection on the ground the consultation was too technical and wasn't a democratic process.</p>