

**Finance and Performance Sub-Committee**  
**9 NOVEMBER 2016**

Present: Councillors: Nigel Jupp (Chairman), David Coldwell, David Skipp and Michael Willett

Apologies: Councillors: John Bailey, Jonathan Dancer and Tim Lloyd

Also Present: Councillors: Leonard Crosbie, Brian Donnelly

Officers: Dominic Bradley, Head of Finance  
Paul Cummins, Head of Legal & Democratic Services  
Brian Elliot, Properties & Facilities Manager  
Ben Golds, Parking Services Manager  
Mark Pritchard, Commissioning & Performance Manager

18 **APPOINTMENT OF VICE-CHAIRMAN**

RESOLVED

That Councillor Michael Willett be appointed as Vice-Chairman of the Sub-Committee for the ensuing Council year.

19 **MINUTES**

The minutes of the meeting of the Sub-Committee held on 11<sup>th</sup> August 2016 were approved as a correct record and signed by the Chairman.

It was noted that on 10<sup>th</sup> August the Head of Finance had circulated Members with a summary of the unspent S106 funds on a per Parish/Neighbourhood Council area within the District.

- It was agreed that quarterly summaries of available S106 funds would be circulated.

Members noted that on 25<sup>th</sup> August the Performance Management Officer had circulated Members with: a) information on the Council's trade waste figures; and b) confirmation that the successful appellant in Quarter 1 had not yet submitted their claim for costs.

20 **DECLARATIONS OF MEMBERS' INTERESTS**

There were no declarations of interest.

21 **ANNOUNCEMENTS**

There were no announcements.

22 **ANALYSIS OF REQUESTS MADE UNDER THE FREEDOM OF INFORMATION ACT AND ENVIRONMENTAL INFORMATION REGULATIONS**

The Head of Legal & Democratic Services presented the report of the analysis of requests made under the Freedom of Information Act and Environmental Information Regulations. Members noted the content of the report.

23 **PERFORMANCE MEASUREMENT OF THE INVESTMENT REAL ESTATE PORTFOLIO**

The Property & Facilities Manager spoke on his briefing note 'HDC Property Investment Fund: Performance Measures' dated 30<sup>th</sup> October.

- Members noted and endorsed the recommendation that a benchmark report be submitted to the Finance & Performance Sub-Committee in Quarter 2, 2017 on the fund's performance in the year to 31<sup>st</sup> March 2017, as per the note's recommendation in paragraph 6.

24 **PARKING SERVICES PERFORMANCE**

The Parking Services Manager gave Members a powerpoint presentation on the overall performance of parking services.

Members discussed the effectiveness of the introduction of the Sunday parking charge and the parking strategic objectives. Members noted some benefits of Sunday parking charges such as increased safety due to Sunday monitoring and an increase in income.

Members noted that it was too early to detail the impact of the Sunday Parking charges on Horsham's town centre car parks.

The Parking Services Manager then briefed Members on the current Parking strategic objectives and initiatives currently under consideration to enhance revenues and efficiencies.

On behalf of the sub-committee, the Chairman thanked the Parking Services Manager for his informative presentation and it was agreed that it would be circulated to the sub-committee's members.

25 **CORPORATE PLAN PRIORITIES AND FINANCE AND PERFORMANCE FOR QUARTER 2, 2016/17**

The Commissioning & Performance Manager introduced the report on the Council's Finance and Performance, Corporate Plan Priorities and Key Projects for the second Quarter of 2016/17.

The Head of Finance presented the financial section of the report to Members.

- Members requested that future information on the number of planning appeals allowed be presented in a format which separated decisions made by the planning committees from decisions made by officers under delegated powers.

26 **PERFORMANCE MANAGEMENT TARGET SETTING**

The Commissioning & Performance Manager summarised the briefing note on Performance Management – Target Setting, which had been attached to the meeting's agenda.

27 **COMPLAINTS, COMPLIMENTS AND SUGGESTIONS - MONITORING AND LEARNING REPORT FOR QUARTER 2**

The Commissioning and Performance Manager presented the report which gave details of complaints and compliments received by the Council between 1<sup>st</sup> July – 30<sup>th</sup> September 2016.

Members noted that the number of complaints received by the Council had fallen between Quarter 1 and Quarter 2 (ie from 56 to 43).

28 **DATE OF NEXT MEETING: THURSDAY 9TH FEBRUARY 2017**

The next meeting of the Finance & Performance Sub-Committee would be on 9<sup>th</sup> February 2017.

*The meeting closed at 7.15 pm having commenced at 5.30 pm*

CHAIRMAN