

THE CABINET
24TH MARCH 2011

Present: Councillors:
Robert Nye Leader
Ray Dawe Deputy Leader and Performance & Service
Delivery
Roger Arthur Operational Services
Andrew Baldwin Housing & Community Development
David Jenkins Strategic Planning
Gordon Lindsay Finance & Assets

Apologies: Roger Paterson Local Economy & Leisure
Peter Rowlinson Planning & the Environment

Also present: Councillors: John Bailey, George Cockman, Leonard Crosbie,
Duncan England, David Holmes, Ian Howard

EX56 **RECORD OF THE MEETING OF 27TH JANUARY 2011**

The record of the meeting of the Cabinet held on 27th January 2011 was approved as correct and signed by the Leader.

EX57 **DECLARATIONS OF INTEREST**

There were no declarations of interest.

EX58 **ANNOUNCEMENTS**

There were no announcements.

EX59 **PUBLIC QUESTIONS**

There were no public questions.

**REPORT BY THE CABINET MEMBER FOR HOUSING & COMMUNITY
DEVELOPMENT**

EX60 **Preparing for an Ageing Population**

The Cabinet Member for Housing & Community Development reported that there were now more people in the United Kingdom over 60 than under 16 years old. In addition, Horsham District had an older population than both the national and the South East averages, with almost 20,500 people over the age of 65 years living in the District, which equated to 17% of the total District population. It was estimated that, by 2026, the number of people in the District over the age of 65 years would have increased to approximately 32,800, a 60% increase.

EX60 Preparing for an Ageing Population (cont.)

Whilst an ageing population was often seen in terms of greater dependency and increasing pressures on public services, many older people led healthy and active lives and made an enormous contribution to society as volunteers, carers and grand-parents. The expected change in demographics was therefore likely to have a number of implications, many of which would result in greater pressure on services and resources but some of which would provide new opportunities.

A Preparing for an Ageing Population Strategy had therefore been prepared, setting out the Council's priorities in embracing and responding to these significant future changes in demographics, and was submitted for approval. The Strategy would also help to shape service plans for the next five years.

The Strategy had been developed giving consideration to and with support from a number of sources including:

- the 2001 Census, the 2006 West Sussex Older Persons' Lifestyle Survey, the Joint Strategic Needs Assessment and the Annual Report of the Director of Public Health and Wellbeing 2009/10;
- consultation with older people;
- the Cabinet Member's Advisory Group;
- an Officers' Working Group; and
- a multi-agency working group with community and voluntary sector partners.

RESOLVED

That the Horsham District Preparing for an Ageing Population Strategy BE approved.

REASON

To ensure that the Council is able to respond to the significant future change in demographics.

REPORT BY THE CABINET MEMBER FOR STRATEGIC PLANNING

EX61 **Southwater Parish Design Statement – Supplementary Planning Document**

The Cabinet Member for Strategic Planning reported that Design Statements provided a detailed description of the existing character of a town, parish or village and set out guidelines on how to encourage new development that enhanced and complemented what already existed. They were created and written by the local community with advice and input from the relevant planning authority, which oversaw the process and eventual adoption of the statements as Supplementary Planning Documents.

The intention of a Design Statement was to ensure that new development fitted its

EX61 Southwater Parish Design Statement – Supplementary Planning Document (cont.)

surroundings and was in keeping with local character. Local communities had a unique appreciation and understanding of their own place and a Town, Parish or Village Design Statement was based on this knowledge. The statements were produced by the local community, not by Horsham District Council.

Design Statements described the qualities and characteristics that people valued and included guidance on how development should be carried out, so that it was in harmony with its setting and contributed to the conservation and enhancement of the town, parish or village.

The proposed Southwater Parish Design Statement set out a vision for the future and provided guidelines to assist developers, planners, architects and members of the public wishing to build or renovate properties. The aim was to encourage high quality design, whether for a small house extension or a large housing or commercial development.

The Design Statement had undergone an extensive period of local public consultation in accordance with Planning Policy Statement 12 and the Planning and Compulsory Purchase Act 2004. It had now been signed off by the Parish Council and was submitted for Cabinet to approve its publication and adoption as a Supplementary Planning Document.

RESOLVED

- (i) That the content of the Southwater Parish Design Statement be agreed as submitted.
- (ii) That the Design Statement be adopted and published as a Supplementary Planning Document in accordance with criteria set out in the Planning and Compulsory Purchase Act 2004, The Town and Country Planning (Local Development)(England) Regulations 2004, and The Town and Country Planning (Local Development) (England) (Amendment) Regulations 2008.

REASONS

- (i) To comply with Planning Policy Statement 12 (Local Development Frameworks) guidance on producing Supplementary Planning Documents (SPD). The SPD will form part of the Local Development Framework.
- (ii) To supplement existing planning policies at a more local level by providing guidelines to assist developers, planners, architects and members of the public wishing to build or renovate properties in Southwater Parish.

REPORT BY THE CABINET MEMBER FOR PERFORMANCE & SERVICE DELIVERY

EX62

Report on Performance Indicators for Quarter 3 2010/11 and Corporate Plan Priorities Progress

The Cabinet Member for Performance & Service Delivery reported on the outcome of the review of the Corporate Plan priorities and the quarterly review of performance indicators for the third Quarter of 2010/11 by the Scrutiny & Overview Committee's Performance Management Working Group.

It was noted that the Council's performance management framework included monthly reviews by the Corporate Management Team and quarterly reviews by the Performance Management Working Group of priorities identified in the Corporate Plan, including annual updates, and the monitoring of performance indicators for 2010/11 with the focus upon key performance measures. Performance data was circulated to Portfolio Holders on a quarterly basis following Corporate Management Team review.

The Council's corporate priorities were identified in the Corporate Plan, which provided the corporate vision but also needed to react to changing circumstances. Therefore, annual reviews were undertaken throughout its lifetime to ensure it remained relevant to the needs of the District and to identify opportunities that arose to deliver services to the community. Corporate priorities were also reviewed monthly by Corporate Management Team and were reported to Performance Management Working Group on a quarterly basis. The current Corporate Plan would expire at the end of March 2011 and its successor, the District Plan, had been adopted by the Council at its meeting on 16th February 2011.

Details of queries and concerns raised by the Performance Improvement Working Group and the responses thereto were submitted.

It was noted that performance had improved in respect of the processing of new Housing Benefit/Council Tax Benefit claims; payment of invoices; and the number of working days lost to sickness.

Cabinet thanked the Performance Improvement Working Group for its report and the Leader requested each Cabinet Member to seek ways of improving performance where required for those services that fell within their remit.

RESOLVED

That the report be noted.

EX62 Report on Performance Indicators for Quarter 3 2010/11 and Corporate Plan
Priorities Progress (cont.)

REASON

Performance Management is part of the duty of Best Value to drive up service improvement.

REPORT BY THE DIRECTOR OF CORPORATE RESOURCES

EX63 **Budget 2010/11 – Progress Report to end February 2011**

Cabinet received the report of the Director of Corporate Resources reviewing progress in respect of the revenue budget for 2010/11.

It was reported that all major areas of expenditure were below the revised budget and income was meeting or exceeding budget in most areas. It was therefore anticipated that outturn would be within the revised budget at the year end.

It was noted that H.M. Revenues and Customs had now settled two of the Council's outstanding claims for VAT refunds, which extended back many years and related to VAT paid over in past years for services which subsequent legal decisions had established should not have been chargeable. With interest the refunds amounted to a net £1,370,000. The projections of reserves included in the February budget report had assumed a refund of £1,000,000, so the balance above this would increase the future projected level of reserves.

A comparison of income & expenditure against the budget to date was submitted.

Spend on salaries, wages and agency staff costs showed a favourable variance and both training expenditure and recruitment costs were below budget. There was also a significant underspend on premises expenditure, the majority of which was in the area of repairs and maintenance of properties. Although fuel costs were above the revised budget, overall expenditure on transport was below budget, including savings on operational leases and vehicle purchases. Supplies and services expenditure was also below budget.

With the exception of town centre rents, all main areas of income were ahead of or close to the revised budget. The budget for car park income had been revised downwards by £211,000 at Council on 15th December 2010 and income was now close to this budget.

The Director of Corporate Resources undertook to circulate a summary of the savings achieved and additional income received to all Members.

RESOLVED

That the report be noted.

SCRUTINY & OVERVIEW COMMITTEE – MATTERS REFERRED TO CABINET

EX64 **Western Sussex Hospitals Application for Foundation Trust Status**

The Scrutiny & Overview Committee of 8th November 2010 had requested that Cabinet consider what might happen if the Cosmic Cycle failed catastrophically and that a plan be put in place for the future of the fountain should it no longer be possible to repair.

The Leader indicated that this would be considered in the new Council year.

EX65 **FORWARD DECISION MAKING PLAN**

The Cabinet received a schedule detailing the revised forward decision making plan.

RESOLVED

That the Forward Plan of Key Decisions be noted.

REASON

To comply with the Local Authorities (Executive Arrangements) (Access to Information) (England) Regulations 2000 and the Council's Constitution.

The meeting closed at 6.07pm having commenced at 5.30 pm.

LEADER