

**Finance and Assets Policy Development Advisory Group**  
**8 JANUARY 2018**

Present: Councillors: Brian Donnelly (Chairman), John Bailey, Paul Clarke, David Coldwell, Leonard Crosbie, Nigel Jupp, Adrian Lee, Tim Lloyd and Stuart Ritchie

Absent: Councillors: John Chidlow and Simon Torn

16 **NOTES OF PREVIOUS MEETING**

The notes of the meeting held 30<sup>th</sup> October 2017 were received.

17 **REVENUE BUDGET 2018/19**

The Head of Finance gave a presentation on the Revenue Budget 2018/19.

This included the assumptions, projected future budget shortfalls, income and savings and anticipated growth. The presentation also included details of the New Homes Bonus for the forthcoming years.

Members noted the information and raised some questions.

Clarification on the sponsorship details for the Year of Culture was requested. Members requested a briefing note highlighting any financial risks and seeking assurance that the Council was protected should the sponsors for the events not materialise. A note would be provided following the meeting.

The Advisory Group discussed the New Homes Bonus (NHB) and were advised that no clarity from central Government had been provided to give local councils a steer on the NHB going forward into the future.

The Group noted and had no objections to the information provided by the Head of Finance on the Revenue Budget 2018/19.

18 **CAPITAL BUDGET 2018/19**

The Head of Finance presented the details of the Capital Budget for 2018/19.

The Advisory Group noted the information presented including existing commitments and new bids for 2018/19 and had no objections.

19 **SHARED PROCUREMENT FUTURE DELIVERY MODEL**

The Procurement Manager presented the Members of the Advisory Group with a report resulting from the review of future delivery models for the procurement service. The report, along with recommendations would be presented to Cabinet on 25<sup>th</sup> January 2018.

The existing model for the procurement service was established in 2010 and operated as a joint working arrangement with Horsham, Crawley and Mid Sussex councils. As the existing arrangements were due for renewal a review had been undertaken to identify how best to deliver procurement going forward.

The report detailed the proposals for the future arrangement of the service.

The Advisory Group had no objections to the proposals and supported the report and recommendations to Cabinet.

20 **APPROVAL OF BUILDING CLEANING SERVICES TENDER PROCESS**

The Head of Property and Facilities presented the report for Approval of Building Cleaning Services Tender Process. This report was due to go Cabinet in January and sought delegated authority to award the contact for the provision of building cleaning services, following the tender process.

The reason for the delegation of such decision to the Director of Planning, Economic Development and Property was because the contract was being tendered jointly with Crawley Borough Council and Mid Sussex District Council and if the normal Cabinet approval process was followed there would be an unacceptable delay in the contract award process.

The Advisory Group noted that this service did not include the cleaning of the public car parks in Horsham, other than the primary public staircases and the Swan Walk management office.

The Group supported the proposal and had no objections.

21 **FORWARD PLAN EXTRACT FOR THE FINANCE AND ASSETS PORTFOLIO**

The Forward Plan Extract for the Finance and Assets Portfolio was noted.

*The meeting closed at 7.11 pm having commenced at 5.30 pm*

CHAIRMAN