



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

Finance and Assets Policy Development Advisory Group

Monday, 8th January, 2018 at 5.30 pm
Howard Room, Parkside, Chart Way, Horsham

The Access to Information Procedure Rules are not applicable to Policy Development Advisory Groups and members of the public may not attend. Members of the Council who are not members of the Policy Development Advisory Group may attend to observe the proceedings, seating for which will be provided, subject to providing advance (by noon of the day of the meeting) written notification to the Chairman of the meeting and committeeservices@horsham.gov.uk

Councillors: Brian Donnelly (Chairman)

John Bailey
John Chidlow
Paul Clarke
David Coldwell
Leonard Crosbie

Nigel Jupp
Adrian Lee
Tim Lloyd
Stuart Ritchie
Simon Torn

You are summoned to the meeting to transact the following business

Agenda

	Page No.
1. Apologies for absence	
2. Notes of previous meeting	3 - 4
To receive the notes of the meeting held on 30 th October 2017	
3. Revenue Budget 2018/19	
4. Capital Budget 2018/19	
5. Shared Procurement Future Delivery Model	5 - 10
To consider recommendations for the future delivery model for the procurement shared service	
6. Approval of Building Cleaning Services Tender Process	11 - 14
7. Forward Plan Extract for the Finance and Assets Portfolio	15 - 18
To note the Forward Plan extract (if any) for the Finance and Assets Portfolio	

Public Document Pack Agenda Item 2

Finance and Assets Policy Development Advisory Group 30 OCTOBER 2017

Present: Councillors: Brian Donnelly (Chairman), John Bailey, David Coldwell, Leonard Crosbie, Adrian Lee and Tim Lloyd

Apologies: Councillors: John Chidlow, Paul Clarke, Nigel Jupp and Stuart Ritchie

Also Present:

12 NOTES OF PREVIOUS MEETING

The notes of the meeting held 11th September 2017 were received.

13 CONTRACT FOR THE MANAGED PRINT SERVICE

The Director of Corporate Resources presented the note on the Contract for the Managed Print Service. A paper would be presented to Cabinet on 23rd November seeking to obtain Delegated Authority Approval to allow officers to award the contract to jointly appoint a single provider for the provision of Multi-Functional Devices, together with Crawley Borough and Mid Sussex District Council.

The Group supported the proposal in principle.

14 MEDIUM TERM FINANCIAL STRATEGY UPDATE

The Director of Corporate Resources presented the Medium Term Financial Strategy Update. A copy of the presentation had been circulated to Members of the Advisory Group in advance of the meeting.

The Group noted the budget information presented by the Director and the options going forward.

The New Homes Bonus reserve was illustrated and the financial uncertainties going forward.

Potential income options for 2018/19 were discussed.

The Advisory Group supported the draft Medium Term Financial Strategy and the idea of on-going increases. Members were concerned about the 2021 deficit scenario and believed that all revenue streams between now and then must be utilised to eliminate the potential shortfall.

The report would be presented to Cabinet on 23rd November 2017.

15 **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 6.40 pm having commenced at 5.30 pm

CHAIRMAN

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FORWARD PLAN
Extract for Cabinet Member for Finance and Assets December 2017

Page 15 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 also includes details of other decisions the Council intends to make.

15 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 December 2017 (updated 13 December 2017)

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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/Decision	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)
1.	Budget 2018/19 Policy Development Advisory Group 8 January 2018	Cabinet Council	25 Jan 2018 21 Feb 2018	Open	Jane Eaton, Director of Corporate Resources jane.eaton@horsham.gov.uk Cabinet Member for Finance and Assets (Councillor Brian Donnelly)
2	Shared Procurement Future Delivery Model - to consider recommendations for the future delivery model for the procurement shared service Policy Development Advisory Group 8 January 2018	Cabinet	25 Jan 2018	Open	Jane Eaton, Director of Corporate Resources jane.eaton@horsham.gov.uk Cabinet Member for Finance and Assets (Councillor Brian Donnelly)

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