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# Council

**Wednesday, 12th February 2020 at 6.00 pm**  
**Park Suite, Parkside, Chart Way, Horsham**

To: All Members of the Council

*(Please note that prayers will be taken by The Reverend Canon Lisa Barnett, St Mary's Horsham, before the meeting commences)*

You are summoned to the meeting to transact the following business

Glen Chipp  
Chief Executive

## Agenda

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	Page No.
<b>1. Apologies for absence</b>	
To receive any apologies for absence.	
<b>2. Minutes</b>	
To approve as correct the minutes of the Meeting of the Council held on:	
a) 11th December 2019	3 - 6
b) 11th December (Extraordinary Meeting)	7 - 8
<i>(Note: If any Member wishes to propose an amendment to the minutes they should submit this in writing to <a href="mailto:committeeservices@horsham.gov.uk">committeeservices@horsham.gov.uk</a> at least 24 hours before the meeting. Where applicable, the audio recording of the meeting will be checked to ensure the accuracy of the proposed amendment.)</i>	
<b>3. Declarations of Members' Interests</b>	
To receive any declarations of interest from Members	
<b>4. Announcements</b>	
To receive any announcements from the Chairman of the Council, the Leader, Members of the Cabinet or the Chief Executive	
<b>5. Questions from the Public</b>	
To receive questions from the public under Rules 4a.2(f) and 4a.8-18	

6. **Petitions**

To receive any petitions.

7. **To note changes to the memberships of the ordinary Committees of the Council**

To note the following changes to Committee membership:

Audit Committee: Cllr Richard Landeryou in place of Paul Marshall.  
Community &  
Wellbeing PDAG: Cllr James Wright in place of Cllr Ian Stannard  
Licensing Committee: Cllr James Wright place of Paul Marshall.  
Overview & Scrutiny  
Committee: Cllr Roger Noel in place of Cllr Lynn Lambert.  
Cllr James Wright in place of Cllr Richard Landeryou.

8. **Recommendations from Cabinet**

9 - 12

a) Corporate Plan 2019/23

To adopt the Corporate Plan;

b) Budget 2020/21 and Medium Term Financial Strategy

To approve the recommendations from Cabinet

c) Council Tax Reduction Scheme 2020/21

To approve the Council Tax Reduction Scheme

9. **Council Tax Resolution 2020/21**

13 - 22

To approve the formal 2020/21 Council Tax Resolution.

10. **Reports of representatives**

To receive reports from representatives on outside bodies

11. **Calendar of Meetings 2020/21**

23 - 34

To receive the report of the Chief Executive.

12. **Members' Questions on Notice**

To receive questions from Members under Rules 4a.20(b)-25

13. **Urgent Business**

To consider matters certified by the Chairman as urgent

# Public Document Pack Agenda Item 2a

## Council 11 DECEMBER 2019

Present: Councillors: Kate Rowbottom (Chairman), Karen Burgess (Vice-Chairman), Matthew Allen, Andrew Baldwin, Tony Bevis, John Blackall, Toni Bradnum, Alan Britten, Jonathan Chowen (Deputy Leader), Philip Circus, Paul Clarke, Roy Cornell, Michael Croker, Leonard Crosbie, Brian Donnelly, Ruth Fletcher, Billy Greening, Frances Haigh, Tony Hogben, Liz Kitchen, Lynn Lambert, Richard Landeryou, Tim Lloyd, John Milne, Colin Minto, Christian Mitchell, Mike Morgan, Godfrey Newman, Roger Noel, Bob Platt, Louise Potter, Josh Potts, Stuart Ritchie, Jack Saheid, Jim Sanson, Ian Stannard, Diana van der Klugt, Claire Vickers, Belinda Walters and Tricia Youtan

Apologies: Councillors: Chris Brown, Peter Burgess, Christine Costin, Ray Dawe, Nigel Jupp, Gordon Lindsay and David Skipp

### CO/49 MINUTES

The minutes of the meeting of the Council held on the 16<sup>th</sup> October 2019 were approved as a correct record and signed by the Chairman

### CO/50 DECLARATIONS OF MEMBERS' INTERESTS

There were no declarations of interest.

### CO/51 ANNOUNCEMENTS

The Deputy Leader and Cabinet Member for Leisure and Culture announced that the Year of Culture had been an outstanding success, with over seven hundred events during the year. Of these, approximately had been organised by the community with a great deal of participation from schools.

Many groups had managed to secure future Arts Council funding as a result of the Year of Culture activities. He thanked Members for the help that they had given to the events throughout the year.

The Cabinet Member for Environment, Recycling and Waste asked that Members and the public try to ensure that they recycled as much waste as possible during the Christmas period. He pointed out that all the residents of Horsham District could make a difference to the environmental challenges that were faced by all.

### CO/52 QUESTIONS FROM THE PUBLIC

No questions relevant to the business of the meeting had been received.

CO/53 **RECOMMENDATIONS FROM CABINET**

**Medium Term Financial Strategy 2020/21 to 2023/24**

The Deputy Leader provided an overview of the proposed strategy for the period 2020/21 to 2023/24 in order to establish the context for the Council's budget and medium term financial planning scenarios and assumptions. This had been done in the context of unprecedented levels of uncertainty. The impact on the Council from the future of business rates and the Fair Funding Review in the 2020/21 budget setting process had been delayed by Government's parliamentary election and until the UK's relationship with the European Union was resolved. The funding for the 2020/21 budget year had been prepared based on a 'same as last year' theory. However, with the existing political and therefore financial uncertainty being exceptionally high, the actual budget and MTFs that Council would set in February 2020 for 2020/21 could be subject to change.

RESOLVED:

That:

- i) the Medium Term Financial Strategy 2020/21 to 2023/24 be approved, and;
- ii) the projected budgets and potential actions as detailed in paragraph 3.53 and table 4 of the report be noted.

**Wilder Horsham District**

The Cabinet Member for Leisure and Culture said that Horsham District Council had already taken measures to protect and enhance the natural environment across the District and particularly on its own land. The report proposed to enhance this approach by establishing a unique partnership with the Sussex Wildlife Trust. The report sought approval to create the partnership and included a document which set out the actions that would be taken over the next five years. Outcomes from the programme would be regularly reviewed to ensure delivery, with associated adjustments to the budget. The Sussex Wildlife Trust were also contributing funding to the partnership. The report also proposed establishing two funding pots in 2020/21. One to provide implementation funding for Parish Councils and communities wishing to undertake projects that complement the partnership and one to plant trees on Council owned land to replace those that were felled due to disease and pests. These would require ongoing funding but would be regularly reviewed.

RESOLVED

That the budget for 2020/21 include a green reserve of £571,000 for the costs of the Wilder Horsham District programme.

### **Horsham District Council's Carbon Footprint**

The Cabinet Member for Environment, Waste and Recycling reported that Horsham District Council was committed to tackling climate change and had a good track record on addressing environmental issues which it could build on. He provided an overview of the Council's work to examine and reduce its own carbon footprint, as it moved toward a carbon neutral organisation. Once this footprint had been established, this would be followed up with a science based target and a practical and costed action plan as to how this could be achieved. The report and action plan would follow in early 2020. A seed funding pot of £40,000 per annum, commencing in the financial year 2020/21 financial year in order to support community groups and Parish Councils who wanted to implement projects that addressed climate change.

#### **RESOLVED**

That, in the budget for 2020/21, £200k be transferred into a green reserve to create a seed funding pot for community groups for a five-year period.

### **CIL Governance Arrangements**

The Cabinet Member for Planning & Development reported that Horsham District Council had introduced a Community Infrastructure Levy (CIL) in order to allow funds to be raised from developers to pay for infrastructure that was needed to support growth. The Council adopted its Charging Schedule for CIL on 26 April 2017 and implementation of the levy had commenced on 1 October 2017. The Council had overarching responsibility for the allocation of CIL monies and reporting the amount of money collected and spent. It was needed to establish a clear CIL Governance Structure to oversee the collection, auditing and spending of CIL monies.

#### **RESOLVED**

That:

- i) The arrangements set out in the report for the future governance of the receipts from the Community Infrastructure Levy be approved;
- ii) A Joint Officer Working Group be established to prioritise infrastructure projects seeking funding from the Community Infrastructure Levy and provide recommendations to the Director of Place regarding which projects should receive such funding;
- iii) An Infrastructure Projects Working Group (IPWG) to receive the recommendations of the Director of Place on prioritised schemes, which shall be funded from the Community Infrastructure Levy, be established;
- iv) The prioritisation of and collection and monitoring of CIL spend be delegated to the Director of Place in consultation with the Director of Community Services and the Infrastructure Projects Working Group as charging authority on behalf of the Council;

- v) The Planning Obligations Panel be dissolved and the prioritisation, collection and monitoring of any financial contributions arising from agreements made under Section 106 of the Town and Country Planning Act 1990 be delegated to the Director of Place in consultation with the Director of Community Services.

**Approval of Business Cases for Horsham District Homes for Affordable Homes in Billingshurst and Slinfold**

It was moved that, under Section 100A of the Local Government Act 1972, the press and public be excluded from the meeting for this item of business, on the grounds that it involved the likely disclosure of exempt information, as defined in Part I of Schedule 12A of the Local Government Act 1972, by virtue of paragraph 3 regarding information relating to the financial or business affairs of any particular person, including the authority holding that information, and in all the circumstances of the case the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

**RESOLVED**

That:

- i) The transfer of s106 funds to Horsham District Homes (Holdings) Ltd for the purchase of the two bedroomed house in Slinfold for a sum of no greater than £205,000 plus stamp duty and agents fees be approved;
- ii) The transfer of s106 funds to Horsham District Homes (Holdings) Ltd for the purchase of three properties at Roman Way, Billingshurst for a sum of no greater than £675,600 be recommended to Council.

CO/54 **RECOMMENDATIONS FROM COMMITTEES**

There were no recommendations from Committees.

CO/55 **REPORTS OF REPRESENTATIVES**

There were no reports from Representatives on Outside Bodies.

CO/56 **MEMBERS' QUESTIONS ON NOTICE**

No questions had been received.

CO/57 **URGENT BUSINESS**

There was no urgent business.

*The meeting closed at 7.15 pm having commenced at 6.00 pm*

**CHAIRMAN**

## Council

**11 DECEMBER 2019**

Present: Councillors: Kate Rowbottom (Chairman), Karen Burgess (Vice-Chairman), Matthew Allen, Andrew Baldwin, Tony Bevis, John Blackall, Toni Bradnum, Alan Britten, Jonathan Chowen (Deputy Leader), Philip Circus, Paul Clarke, Roy Cornell, Michael Croker, Leonard Crosbie, Brian Donnelly, Ruth Fletcher, Billy Greening, Tony Hogben, Liz Kitchen, Lynn Lambert, Richard Landeryou, John Milne, Christian Mitchell, Mike Morgan, Roger Noel, Bob Platt, Josh Potts, Stuart Ritchie, Jack Saheid, Jim Sanson, David Skipp, Diana van der Klugt, Claire Vickers and Tricia Youtan

Apologies: Councillors: Chris Brown, Peter Burgess, Christine Costin, Ray Dawe, Nigel Jupp and Gordon Lindsay

Absent: Councillors: Frances Haigh, Tim Lloyd, Colin Minto, Godfrey Newman, Louise Potter, Ian Stannard and Belinda Walters

CO/58 **DECLARATIONS OF MEMBERS' INTERESTS**

There were no declarations of interest.

CO/59 **TO CONFER THE TITLE OF HONORARY ALDERMAN ON:**

The Chairman advised Members that the purpose of the meeting was to confer the title of Honorary Alderman on four past members of the Council in recognition of their eminent service to the Council and the community, in pursuance of Section 249 of the Local Government Act 1972.

JOHN W BAILEY

It was moved by Councillor Leonard Crosbie, seconded by Councillor Toni Bradnum and

RESOLVED UNANIMOUSLY

That the title of Honorary Alderman of Horsham District be conferred upon John Bailey in recognition of his eminent service to the Council and the community.

The Chairman presented Mr Bailey with a badge and certificate.

Honorary Alderman John W Bailey then gave a short speech of thanks.

VIVIEN LYTH-COATES

It was moved by Councillor Lynn Lambert, seconded by Councillor Brian Donnelly and

RESOLVED UNANIMOUSLY

That the title of Honorary Alderman of Horsham District be conferred upon Vivien Lyth- Coates in recognition of her eminent service to the Council and the community.

It was noted that Mrs Lyth-Coates was unable to attend the meeting, and that her badge and certificate would be presented to her in the New Year.

SHEILA VAN DEN BERGH

It was moved by the Chairman, seconded by Councillor Liz Kitchen and

RESOLVED UNANIMOUSLY

That the title of Honorary Alderman of Horsham District be conferred upon Sheila Van Den Bergh in recognition of her eminent service to the Council and the community.

The Chairman presented Mrs Van Den Bergh with a badge and certificate.

Honorary Alderman Sheila Van Den Bergh then gave a short speech of thanks.

BRAD WATSON OBE

It was moved by Councillor Liz Kitchen, seconded by Councillor Christian Mitchell and

RESOLVED UNANIMOUSLY

That the title of Honorary Alderman of Horsham District be conferred upon Brad Watson OBE in recognition of his eminent service to the Council and the community.

The Chairman presented Mr Watson with a badge and certificate.

Honorary Alderman Brad Watson OBE then gave a short speech of thanks.

*The meeting closed at 8.15 pm having commenced at 7.15 pm*

CHAIRMAN



## COUNCIL 12 FEBRUARY 2020

### CABINET RECOMMENDATIONS FROM PREVIOUS MEETINGS

Details of recommendations to Council made at Cabinet are set out below. Reports can be found on line here: [Cabinet report](#) and [Corporate Plan](#)

#### **EX26 CORPORATE PLAN 2019-2023**

The Leader reported that Horsham District had been recognised as one of the best places to live in the UK and that the Council intended to enhance that reputation.

The Corporate Plan provided a focus for the Council's activities, and explained how it would prioritise resources and continue to deliver high quality, easily accessible and value for money services to the people living and working in the District over the next five years.

#### **RECOMMENDED TO COUNCIL**

That the draft Corporate Plan be adopted.

#### **Reasons for Recommendations**

To ensure that Corporate Priorities for Council period are clear and form the basis of service plans, budget and activity across the Council.

#### **EX/52 BUDGET 2020/21 AND THE MEDIUM TERM FINANCIAL STRATEGY TO 2023/24**

The Leader stated that the report sets out details of the proposed 2020/21 revenue and capital budgets following the receipt of the provisional financial settlement from Government on 20 December 2019. The net budget requirement for 2020/21 at £11.2m was £0.77m higher than in 2019/20. This was largely due to the loss of £0.87m of recycling credits received from West Sussex County Council from 1 April 2020. The Council was able to set a budget that would generate a surplus. In the year, the Council would be delivering a £13.3m capital programme.

The report also reviewed the Medium Term Financial Strategy 2020-24 approved by Council in December 2019 in the light of any updated information. The outlooks remained uncertain due to limited detail available on Government's proposed significant changes to the future of business rates and the Fair Funding Review.

The current projection was for the Council to have a budget surplus in 2020/21 and near-balanced budgets over the period of the Medium Term Financial Strategy. This was despite a continued reduction in Government funding although we anticipate any effect to be dampened over the period, rather than a step change in 2021. The near-balanced budgets were dependent on delivering a programme of digital transformation.

#### **Addendum to 2020/21 budget funding – updated 31 January 2020**

Since the 2020/21 budget papers were compiled for the Cabinet meeting on 23 January 2020, a change has been made affecting the funding. There is no overall change to the projected surplus in 2020/21 or the MTFS. The changes are highlighted in blue italics and explained below.

Table 1: MTF5	2019/20	2020/21	2021/22	2022/23	2023/24
	£000	£000	£000	£000	£000
<b>Current net expenditure</b>	10,435	11,201	12,020	11,660	11,770
<i>Income / savings to deliver through transformation</i>	<i>In budget</i>	<i>In budget</i>	(565)	(330)	(280)
<b>Expected net expenditure after transformation</b>	10,435	11,201	11,455	11,330	11,490
<b>Funding: Council Tax</b>	(9,598)	(9,922)	(10,265)	(10,620)	(10,980)
Baseline Business Rates	(2,029)	(2,052)	(1,100)	(500)	(250)
Additional Business Rates	0	0	0	(50)	(50)
Collection Fund (surplus)/ deficit	(227)	608	-	-	-
<i>NDR Collection Fund deficit funding drawn from earmarked NDR reserve</i>		(661)			
<b>Total Funding</b>	<b>(11,854)</b>	<b>(12,027)</b>	<b>(11,365)</b>	<b>(11,170)</b>	<b>(11,280)</b>
<b>Net (Surplus) / Deficit</b>	<b>(1,419)*</b>	<b>(826)</b>	<b>90</b>	<b>160</b>	<b>210</b>

The completion of the National Non-Domestic Rates return (NDR1) on 30 January 2020 using the latest data available has resulted in a Collection Fund deficit. The Council tax surplus element of the collection fund position remains unchanged at £53k.

The change in the NDR pooling arrangements in 2020/21 and percentages used to distribute the in-year and prior years surpluses and deficits, and the likelihood of a further changes to the percentages in the future under business rate localisation means that it is prudent to draw funding from the earmarked NDR reserve to offset this NDR deficit of £661k. The earmarked NDR reserve was set up to smooth out such timings and issues.

Therefore, in 2020/21 there is no overall change to the net surplus.

Schedule J, fees and charges, omitted an inflationary increase in the price of dog and litter bins collections.

Waste and Recycling	Current fee	From 1 April 2020
Collection for dog and litter bins (per bin collected)	£2.59	£2.65

## RECOMMENDED TO COUNCIL

That:

- i) The level of Council Tax for 2020/21 be increased from £149.53 by £2.99 (2.0%) to £152.52 at Band D.
- (ii) The net revenue budget set out in Appendix A for 2020/21 of £11.201m be approved.
- (iii) The Special Expenses of £309,500 set out in Appendix D and a Band D charge of £25.85 be agreed in respect of the unparished area for 2020/21.
- (iv) The capital programme for 2020/21 set out in Appendix E be approved and that the indicative capital budgets in the programme for future years be noted.
- (v) The projected future near-balanced budgets on the revenue account in 2021/22 to 2023/24 be noted and the Medium Term Financial Strategy continue to be reviewed and refined to ensure that decisions be taken to deliver these balanced budgets in these three years.
- (vi) The Minimum Revenue Provision Statement set out in Appendix F be approved.
- (vii) The Capital Strategy and prudential indicators and limits for 2019/20 to 2022/23 set out in Appendix G be approved.

- (viii) To note the statement on the robustness of the level of reserves in Appendix I.
- (ix) That the increases to fees and charges set out in Appendix J be approved.
- (xi) That the Council remain in the West Sussex business rates pool for 2020/21.

### **Reasons for Recommendations**

To meet the Council's statutory requirement to approve the budget and the prudential indicators before the start of a new financial year.

## **EX/53 COUNCIL TAX REDUCTION SCHEME**

The Leader introduced the report and said that it provided Cabinet with an overview of Horsham's current council tax reduction (CTR) scheme, together with a recommendation that no changes be made to the scheme for 2020/21.

The report also made the recommendation to implement an increase in the Council Tax long-term empty premiums from 1<sup>st</sup> April 2020 to further incentivise landlords or owners to bring properties back into occupation. There was a further increase from 1<sup>st</sup> April 2021.

### **RECOMMENDED TO COUNCIL**

That

- i) the inclusion of a 'no-change' council tax reduction scheme be approved.
- ii) the Empty Homes Premium increase to 200% for homes empty for more than five years from April 2020, and to 300% for homes empty for more than ten years from 2021/22 be adopted.

### **Reasons for Recommendations**

- i) CTR schemes are annual schemes and therefore require an annual review and approval, even when no changes to the scheme are being proposed.
- ii) To enable the Council to sustain a robust Empty Homes Strategy by bringing empty homes back into use.

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## Report to Council

Date of meeting 12 February 2020

By the Cabinet Member for Finance and Assets



### DECISION REQUIRED

Not exempt

## COUNCIL TAX RESOLUTION 2020/21

### Executive Summary

This report seeks approval to the formal 2020/21 Council Tax resolution, setting out the Council Tax to be levied in each parish and for each property band. It is proposed to increase the District-wide Council Tax by £2.99 from £149.53 to £152.52 and to set the Special Charge in the unparished area at £25.85. Precepts from West Sussex County Council, West Sussex Police and Crime Commissioner and parishes have been received and form part of the overall Council Tax.

Note that West Sussex County Council will formally approve the County's Council Tax precept at their Council meeting on 14 February 2020.

### Recommendations

The Council is recommended to resolve:

1. The Council Tax Base 2020/21 be noted
  - a. for the whole Council area as 63,029.0 (Item T in the formula in section 31B of the Local Government Finance Act 1992, as amended (the "Act") and
  - b. for dwellings in those parts of its area to which as Parish Precept or Special Expenses relates as shown below:

<b>Parish</b>	<b>2020/21 tax base</b>
Amberley	325.0
Ashington	1,146.8
Ashurst	148.3
Billingshurst	4,182.2
Bramber	414.7
Broadbridge Heath	2,263.4
Coldwaltham	471.8
Colgate	1,606.7
Cowfold	854.5
Henfield	2,729.5
Itchingfield	770.0
Lower Beeding	547.9
North Horsham	8,733.3
Nuthurst	1,067.8
Parham	124.8
Pulborough	2,524.4
Rudgwick	1,408.5
Rusper	907.1
Shermanbury	285.5
Shipley	638.6
Slinfold	921.4
Southwater	4,613.9
Steyning	2,586.7
Storrington & Sullington	3,314.8
Thakeham	1,031.7
Upper Beeding	1,452.0
Warnham	1,002.2
Washington	1,093.6
West Chiltington	2,194.2
West Grinstead	1,311.2
Wiston	107.8
Woodmancote	274.8
Horsham Town	11,973.8
<b>Total</b>	<b>63,029</b>

2. That the Council Tax requirement for the Council's own purposes for 2020/21 (excluding Special Expenses and Parish precepts) is £152.52
3. That the following amounts be calculated for the year 2020/21 in accordance with Sections 31 to 36 of the Act:

- (a) £92,757,151 being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(2) of the Act taking into account all precepts issued to it by Parish Councils.
- (b) £78,969,315 being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(3) of the Act.
- (c) £13,787,876 being the amount by which the aggregate at 3(a) above exceeds the aggregate at 3(b) above, calculated by the Council in accordance with Section 31A(4) of the Act as its Council Tax requirement for the year. (Item R in the formula in Section 31B of the Act).
- (d) £218.75 being the amount at 3(c) above (Item R), all divided by Item T (1(a) above), calculated by the Council, in accordance with Section 31B of the Act, as the basic amount of its Council Tax for the year (including Parish precepts).
- (e) £4,174,709 being the aggregate amount of all special items (Parish precepts) referred to in Section 34(1) of the Act
- (f) £152.52 being the amount at 3(d) above less the result given by dividing the amount at 3(e) above by Item T (1(a) above), calculated by the Council, in accordance with Section 34(2) of the Act, as the basic amount of its Council Tax for the year for dwellings in those parts of its area to which no Parish precept relates.

(g)				
Parish	Precept Amount £	Council Tax at Band D		
		Parish Precept / Special charge for Unparished Area £	Basic Amount of District Council Tax £	Total £
Amberley	28,287.00	87.04	152.52	239.56
Ashington	101,733.00	88.71	152.52	241.23
Ashurst	12,300.00	82.94	152.52	235.46
Billingshurst	373,325.00	89.27	152.52	241.79
Bramber	24,304.00	58.61	152.52	211.13
Broadbridge Heath	117,880.00	52.08	152.52	204.60
Coldwaltham	16,180.00	34.29	152.52	186.81
Colgate	25,772.00	16.04	152.52	168.56
Cowfold	63,218.00	73.98	152.52	226.50
Henfield	257,548.00	94.36	152.52	246.88
Itchingfield	65,000.00	84.42	152.52	236.94
Lower Beeding	37,010.00	67.55	152.52	220.07
North Horsham	335,194.00	38.38	152.52	190.90
Nuthurst	49,842.00	46.68	152.52	199.20
Parham	5,014.00	40.18	152.52	192.70
Pulborough	234,655.00	92.95	152.52	245.47
Rudgwick	100,331.00	71.23	152.52	223.75
Rusper	32,276.00	35.58	152.52	188.10
Shermanbury	22,570.00	79.05	152.52	231.57
Shipley	34,361.62	53.81	152.52	206.33
Slinfold	59,935.00	65.05	152.52	217.57
Southwater	693,102.00	150.22	152.52	302.74
Steyning	322,305.00	124.60	152.52	277.12
Storrington & Sullington	240,577.00	72.58	152.52	225.10
Thakeham	59,854.00	58.01	152.52	210.53
Upper Beeding	199,125.00	137.14	152.52	289.66
Warnham	84,199.61	84.01	152.52	236.53
Washington	41,808.00	38.23	152.52	190.75
West Chiltington	143,172.00	65.25	152.52	217.77
West Grinstead	71,500.00	54.53	152.52	207.05
Wiston	4,156.00	38.55	152.52	191.07
Woodmancote	8,675.00	31.57	152.52	184.09
Horsham Town - Special charge	309,500.00	25.85	152.52	178.37

being the amounts given by adding to the amount at (f) above the amounts of the special items relating to the dwellings in those parts of the Council's area mentioned above, calculated by the Council, in accordance with section 34(3) of the Act, as the basic amounts of its Council Tax for the year for dwellings in those parts of its area to which one or more special items relate.



4. To note that the County Council have proposed precepts and the Sussex Police and Crime Commissioner has notified precepts to the Council in accordance with Section 40 of the Local Government Finance Act 1992 for each category of dwellings in the Council's area as indicated in the table below:

<b>Band Authority</b>	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>	<b>G</b>	<b>H</b>
West Sussex County Council	959.16	1,119.02	1,278.88	1,438.74	1,758.46	2,078.18	2,397.90	2,877.48

<b>Band Authority</b>	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>	<b>G</b>	<b>H</b>
Sussex Police and Crime Commissioner	133.27	155.49	177.70	199.91	244.33	288.76	333.18	399.82

- a. to delegate authority to the Director of Corporate Resources and S151 officer to amend the County precept in section 4 of the report and the aggregate amounts in section 5 of the report, if so notified by West Sussex County Council following the County's budget setting meeting at Council on 14 February 2020.

The Horsham District Figures are shown below:-

<b>Band Authority</b>	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>	<b>G</b>	<b>H</b>
Horsham District Council	101.68	118.63	135.57	152.52	186.41	220.31	254.20	305.04

5. That, having calculated the aggregate in each case of the amounts at 3 and 4 above the Council, in accordance with Sections 30 and 36 of the Local Government Finance Act 1992, hereby sets the aggregate amounts shown in the tables below as the amounts of Council Tax for 2020/21 for each part of its area and for each of the categories of dwellings:

<b>BAND</b>	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>	<b>G</b>	<b>H</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Amberley	1,252.13	1,460.84	1,669.52	1,878.21	2,295.58	2,712.97	3,130.34	3,756.41
Ashington	1,253.25	1,462.14	1,671.00	1,879.88	2,297.62	2,715.39	3,133.13	3,759.76
Ashurst	1,249.40	1,457.65	1,665.87	1,874.11	2,290.57	2,707.05	3,123.51	3,748.22
Billingshurst	1,253.62	1,462.57	1,671.50	1,880.44	2,298.30	2,716.19	3,134.06	3,760.87
Bramber	1,233.18	1,438.72	1,644.24	1,849.78	2,260.83	2,671.90	3,082.96	3,699.55
Broadbridge Heath	1,228.83	1,433.65	1,638.44	1,843.25	2,252.85	2,662.48	3,072.08	3,686.50
Coldwaltham	1,216.97	1,419.81	1,622.63	1,825.46	2,231.12	2,636.79	3,042.44	3,650.93
Colgate	1,204.80	1,405.62	1,606.41	1,807.21	2,208.80	2,610.42	3,012.01	3,614.42
Cowfold	1,243.43	1,450.68	1,657.91	1,865.15	2,279.62	2,694.11	3,108.58	3,730.30
Henfield	1,257.01	1,466.53	1,676.02	1,885.53	2,304.53	2,723.54	3,142.54	3,771.05
Itchingfield	1,250.39	1,458.80	1,667.19	1,875.59	2,292.37	2,709.18	3,125.97	3,751.17
Lower Beeding	1,239.14	1,445.68	1,652.19	1,858.72	2,271.76	2,684.82	3,097.86	3,717.44
North Horsham	1,219.70	1,422.99	1,626.27	1,829.55	2,236.11	2,642.69	3,049.25	3,659.10
Nuthurst	1,225.23	1,429.44	1,633.64	1,837.85	2,246.25	2,654.67	3,063.08	3,675.69
Parham	1,220.89	1,424.39	1,627.86	1,831.35	2,238.30	2,645.28	3,052.24	3,662.69
Pulborough	1,256.08	1,465.44	1,674.78	1,884.12	2,302.81	2,721.52	3,140.20	3,768.25
Rudgwick	1,241.60	1,448.54	1,655.47	1,862.40	2,276.26	2,690.14	3,104.00	3,724.81
Rusper	1,217.83	1,420.81	1,623.78	1,826.75	2,232.69	2,638.65	3,044.58	3,653.50
Shermanbury	1,246.81	1,454.63	1,662.42	1,870.22	2,285.82	2,701.44	3,117.04	3,740.45
Shipley	1,229.98	1,434.99	1,639.98	1,844.98	2,254.97	2,664.97	3,074.96	3,689.96
Slinfold	1,237.48	1,443.73	1,649.97	1,856.22	2,268.70	2,681.21	3,093.69	3,712.44
Southwater	1,294.26	1,509.98	1,725.68	1,941.39	2,372.80	2,804.24	3,235.65	3,882.78
Steyning	1,277.18	1,490.05	1,702.91	1,915.77	2,341.49	2,767.23	3,192.95	3,831.54
Storrington & Sullington	1,242.49	1,449.59	1,656.66	1,863.75	2,277.90	2,692.08	3,106.24	3,727.49
Thakeham	1,232.79	1,438.26	1,643.72	1,849.18	2,260.11	2,671.05	3,081.97	3,698.37
Upper Beeding	1,285.54	1,499.80	1,714.05	1,928.31	2,356.81	2,785.34	3,213.84	3,856.62
Warnham	1,250.12	1,458.48	1,666.83	1,875.18	2,291.88	2,708.60	3,125.30	3,750.37
Washington	1,219.60	1,422.87	1,626.13	1,829.40	2,235.93	2,642.47	3,049.00	3,658.80
West Chiltington	1,237.61	1,443.89	1,650.15	1,856.42	2,268.95	2,681.50	3,094.03	3,712.84
West Grinstead	1,230.46	1,435.55	1,640.62	1,845.70	2,255.85	2,666.02	3,076.16	3,691.40
Wiston	1,219.81	1,423.13	1,626.42	1,829.72	2,236.32	2,642.94	3,049.53	3,659.45
Woodmancote	1,215.16	1,417.69	1,620.21	1,822.74	2,227.78	2,632.85	3,037.89	3,645.48
Horsham Town - Special charge	1,211.34	1,413.25	1,615.13	1,817.02	2,220.79	2,624.59	3,028.36	3,634.04

6. To note that the Council's basic amount of Council Tax for 2020/21 is not excessive in accordance with principles approved under Section 52ZB Local Government Finance Act 1992.

Horsham District Council Tax Band D, inclusive of the special charge, as reported to Government.

2019/20	2020/21	Council Tax increase
54.34	£157.43	£3.09 (or 2%)

As the billing Authority the Council has not been notified by a major precepting authority that its relevant basic amount of Council Tax for 2020/21 is excessive and that the billing authority is not required to hold a referendum in accordance with Section 522K Local Government Act 1992.

7. To approve a change in the Council Tax discount policies which have been updated to include:
- Horsham District Council has determined that Council Tax payable in respect of long-term empty properties over 5 years will be 100% of Council Tax due, plus an additional premium of 100% of Council Tax due.

## Reasons for Recommendations

To meet the Council's statutory requirement to set a Council Tax.

<b>Background Papers</b>	<b>Report to Cabinet 23 January 2020</b>
<b>Consultation</b>	<b>None</b>
<b>Wards Affected</b>	<b>All</b>
<b>Contact</b>	<b>Dominic Bradley, Head of Finance, 01403 215302</b>

## **Background Information**

### **1 Introduction**

- 1.1 The purpose of this report is to enable the Council to calculate and set the Council Tax for 2020/21.

#### **Background / actions taken to date**

- 1.2 The Cabinet met on 23 January 2020 and received a report from the Director of Corporate Resources on the 2020/21 Budget and the Medium Term Financial Strategy. The report was accepted and recommendations made to Council to agree the revenue and capital budgets for 2020/21 and the Special Expenses for the unparished area. The recommendation was to increase the District-wide Council Tax by £2.99 from £149.53 to £152.52 and set the Special Charge on the unparished area at £25.85.

### **2 Statutory and Policy Background**

- 2.1 The statutory requirements for the Council Tax resolution are contained in the Local Government Finance Act 1992 as amended by the Localism Act 2011. The Local Authorities (Standing Orders) (England) (Amendment) Regulations 2014 came into force on 25 February 2014 and require that immediately after any vote is taken at a budget decision meeting of an authority there must be recorded in the minutes of the proceedings of that meeting the names of the persons who cast a vote for the decision or against the decision or who abstained from voting.

### **3 Details**

- 3.1 Precept requirements have been received from all the parishes within the district and from West Sussex County Council and the Sussex Police and Crime Commissioner. These figures, together with the proposed District tax and Special Charge are incorporated in the detailed tables included in the Council Tax resolution.
- 3.2 The Council Tax discount policies are summarised below:
- Horsham District Council will not award any discount period on empty and unfurnished homes; 100% council tax will be payable.
  - Horsham District Council will not award any discretionary discount for vacant property; 100% council tax will be payable.
  - Horsham District Council has determined that Council Tax payable in respect of long-term empty properties over 2 years will be 100% of Council Tax due plus an additional premium of 50% of Council Tax due.
  - Horsham District Council has determined that Council Tax payable in respect of long-term empty properties over 5 years will be 100% of Council Tax due, plus an additional premium of 100% of Council Tax due.
  - Horsham District Council will not award a Council Tax discount on second homes; 100% council tax will be payable.

- 3.3 Furthermore, Horsham District Council has determined that from 2021/22 Council Tax payable in respect of long-term empty properties over 10 years will be 100% of Council Tax due, plus an additional premium of 200% of Council Tax due.

#### **4 Other courses of action considered but rejected**

- 4.1 The Council is legally required to set a Council Tax. No other course of action has been considered.

#### **5 Resource consequences**

- 5.1 The financial consequences of the proposed budget have been included in the report to Cabinet. The staffing consequences of the proposed budget have been included in the report to Cabinet.

#### **6 Legal consequences**

- 6.1 The Council Tax in England and Wales is provided for and governed by the provisions of the Local Government Finance Act 1992. Within this Act, the Council is designated as a "Billing Authority", responsible for the billing, collection and enforcement of Council Tax.

#### **7 Risk assessment**

- 7.1 The Council's reliance on central government controlled funding and balancing the Medium Term Financial Strategy is captured on the Corporate Risk Register at CRR01. This is regularly reviewed and updated and is monitored at every Audit Committee meeting.

#### **8 Other considerations**

- 8.1 The Equality Act 2010 includes a public sector equality duty which requires Councils when exercising functions to have due regard to the need to eliminate discrimination, harassment and victimisation and other conduct prohibited under the Act and to advance equality of opportunity and foster good relations between those who share a "protected characteristic and those who do not share that protected characteristic". When a Budget proposal has implications for people covered by the Equality Act 2010, the Council must take account of the Equality Duty and any particular impact on the protected group. There are no equality implications in regards to this proposed budget.
- 8.2 There are no consequences of any action proposed in respect of Crime & Disorder; Human Rights; Diversity and Sustainability.

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## Report to Council

12 February 2020

By the Chief Executive

**DECISION REQUIRED**



**Horsham  
District  
Council**

Not Exempt

## Calendar of Meetings 2020/21

### Executive Summary

This report proposes a programme of Council, Cabinet and Committee meetings, including standing Cabinet Member Policy Development Advisory Groups, for 2020/21. The programme takes into account, where possible, the dates of bank holidays and school holidays.

As in previous years, the calendar for 2020/21 is based on a two-monthly cycle.

It is proposed that both the Licensing Committee and the Governance Committee should meet only as required, although there will be an initial meeting of each to allow Members to be briefed on the functions of the Committee. Licensing Sub Committees will continue to be called as and when necessary.

### Recommendations

The Council is recommended to approve the calendar of meetings for 2020/21 as submitted.

### Reasons for Recommendations

To fix a programme of Council meetings, in accordance with the Council's Constitution, and to approve a calendar for Cabinet and Committee meetings, which enables the Council to transact its business in a timely and efficient manner.

### Background Papers

None.

**Wards affected:** None.

**Contact:** David Penrose, Democratic Services Manager, 01403 215820

## **Background Information**

### **1 Introduction and Background**

- 1.1 A draft calendar was prepared for initial consultation with officers to ensure that any statutory requirements/deadlines could be met during the year. The draft was then circulated to all Members and re-circulated to Directors and Heads of Service for any additional comments or observations.

### **2 Relevant Council policy**

- 2.1 The Council's Constitution, Part 4a, Rule 2, provides that "Ordinary meetings of the Council will take place in accordance with the notice of meetings decided at the Council's annual meeting." It has also been the Council's practice to agree a calendar for all Cabinet and Committee meetings.

### **3 Details**

- 3.1 A draft calendar of meetings for 2020/21 has been prepared for Members' approval and is attached to this report as an appendix.
- 3.2 The proposed programme takes into account, where possible, the dates of bank holidays and school holidays.
- 3.3 As in previous years, the calendar for 2020/21 is generally based on a two-monthly cycle. Extraordinary Council or additional Cabinet/Committee/Sub Committee meetings may also be called during the year as necessary.
- 3.4 It is proposed that, based on the level of business transacted over the past few years, the Licensing Committee should continue to meet only as required. Licensing Sub-Committees will also continue to be called as and when necessary.
- 3.5 It is also proposed that meetings of the Governance Committee should be called as and when required.
- 3.6 As in previous years, a number of dates have been allocated throughout the year to enable seminars to be held for informal discussions on important matters and for Member development purposes.
- 3.7 The draft calendar also shows possible dates for the first two months of the 2020/21 Council year, for information only (please note that these may change when the final calendar for 2020/21 is prepared).

### **4 Next Steps**

- 4.1 Once the calendar of meetings has been approved by the Council, the dates for 2020/21 will be published online.



## **5 Outcome of Consultations**

- 5.1 Members and Officers have been consulted to ensure that the proposed programme meets the requirements for reporting on statutory matters such as the budget and final accounts.

## **6 Other Courses of Action Considered but Rejected**

- 6.1 No other courses of action have been considered, as the Council requires a programme of meetings in order to transact its business in an efficient manner.

## **7 Resource Consequences**

- 7.1 There are no resource consequences.

## **8 Legal Consequences**

- 8.1 The Council is required to agree a programme of meetings for each municipal year by no later than the date of the annual Council meeting.

## **9 Risk Assessment**

- 9.1 If the Council does not approve a calendar of meetings, there is a risk that it will not meet requirements for reporting on statutory matters such as the budget and final accounts; dealing with planning applications etc. There would also be a risk to the Council's reputation, as it would not be seen to be operating in an open and timely manner.

## **10 Other Considerations**

- 10.1 The approval of a programme of meetings for the year will enable its publication in advance. This will ensure that this information can be made available to members of the public who may wish to attend and/or address meetings of the Council and its Committees or the Cabinet in exercise of a number of the convention rights, including a Right to a Family Life and Freedom of Expression.
- 10.2 There are no positive or negative impacts arising from this proposal in relation to crime and disorder, equality and diversity or sustainability.

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## Calendar of Meetings 2020/21

### Times of meetings (based on 2019/20)

Council (inc. Annual Meeting)	6.00pm	Standards Committee	10.00am
Cabinet	5.30pm	Planning Committee (North)	5.30pm
Overview & Scrutiny Committee	5.30pm	Planning Committee (South)	2.30pm
Audit Committee	5.30pm	PDAGs (except Planning and Development)	5.30pm
Licensing Committee	5.30pm	Planning and Development PDAG	10.00am
Governance Committee	5.30pm	<i>Seminars</i>	5.30pm

### MAY 2020

Monday	Tuesday	Wednesday	Thursday	Friday	Sat.	Sun.
				1	2	3
4 <b>Environment, Waste &amp; Recycling PDAG</b>	5 Planning Committee (North)	6 <b>Local Economy &amp; Parking PDAG</b>	7 POLICE & CRIME COMMISSIONER ELECTION	8 EARLY MAY BANK HOLIDAY	9	10
11 <b>Planning &amp; Development PDAG</b>	12 <b>Community &amp; Wellbeing PDAG</b>	13 <b>Leisure &amp; Culture PDAG</b>	14	15	16	17
18 <b>Finance &amp; Assets PDAG</b>	19 Planning Committee (South)  <b>Horsham Town PDAG</b>	20 COUNCIL – ANNUAL MEETING Audit Committee (to elect Chair/vice-chair)	21	22	23	24
25 BANK HOLIDAY {-----}	26 -----	27 <i>Half-Term 25<sup>th</sup> to 29<sup>th</sup></i>	28 -----	29 -----}	30	31

- # Licensing Committee and Governance Committee - one scheduled, others to be arranged as required  
 \* Moved from the day after the Bank Holiday  
 \*\* Moved from the Christmas period Bank Holidays

**JUNE 2020**

Monday	Tuesday	Wednesday	Thursday	Friday	Sat.	Sun.
1 Overview & Scrutiny Committee	2 Planning Committee (North)	3	4 Cabinet	5	6	7
8	9 Licensing Committee #	10 Governance Committee #	11	12	13	14
15	16 Planning Committee (South)	17 Standards Committee	18	19	20	21
22	23	24 Local Economy & Parking PDAG	25	26	27	28
29 Environment, Waste & Recycling PDAG	30 Community & Wellbeing PDAG					

**JULY 2020**

Monday	Tuesday	Wednesday	Thursday	Friday	Sat.	Sun.
		1 COUNCIL	2	3	4	5
6 Finance & Assets PDAG	7 Planning Committee (North)	8 Leisure & Culture PDAG	9	10	11	12
13 Planning & Development PDAG	14 Horsham Town PDAG	15 Audit Committee	16	17	18	19
20 Overview & Scrutiny Committee	21 Planning Committee (South) {-----School Summer	22 Holiday 21 <sup>st</sup> July -----	23 Cabinet -- to 31 <sup>st</sup> August -----	24 -----	25	26
27 Conservative Group Meeting	28 -----	29 -----	30 -----	31 -----		

**AUGUST 2020**

Monday	Tuesday	Wednesday	Thursday	Friday	Sat.	Sun.
					1	2
3	4 Planning Committee (North)	5	6	7	8	9
10	11	12	13	14	15	16
17	18 Planning Committee (South)	19	20	21	22	23
24	25	26	27	28	29	30
31 BANK HOLIDAY						

**SEPTEMBER 2020**

Monday	Tuesday	Wednesday	Thursday	Friday	Sat.	Sun.
	1	2 Council	3	4	5	6
7 Environment, Waste & Recycling PDAG	8 Planning Committee (North) *	9 Standards Committee Local Economy & Parking PDAG	10	11	12	13
14 Planning & Development PDAG Finance & Assets PDAG	15 Community & Wellbeing PDAG	16 Horsham Town PDAG	17	18	19	20
21 Overview & Scrutiny	22 Planning Committee (South)	23 Leisure & Culture PDAG	24 Cabinet	25	26	27
28 Conservative Group meeting	29	30				

**OCTOBER 2020**

Monday	Tuesday	Wednesday	Thursday	Friday	Sat.	Sun.
			1	2	3	4
5	6 Planning Committee (North)	7 Audit Committee	8	9	10	11
12	13	14 Council	15	16	17	18
19	20 Planning Committee (South)	21	22	23	24	25
26	27 {---School half term -----}	28 26 <sup>th</sup> – 30 <sup>th</sup> October -----	29 -----}	30	31	

**NOVEMBER 2020**

Monday	Tuesday	Wednesday	Thursday	Friday	Sat.	Sun.
						1
2 Finance & Assets PDAG	3 Planning Committee (North)	4 Local Economy PDAG	5	6	7	8
9 Planning & Development PDAG	10 Community & Wellbeing PDAG	11 Leisure & Culture PDAG	12	13	14	15
16 Environment, Waste & Recycling PDAG	17 Planning Committee (South)	18 Horsham Town PDAG	19	20	21	22
23 Overview & Scrutiny Committee	24	25 Standards Committee	26 Cabinet	27	28	29
30						

**DECEMBER 2020**

Monday	Tuesday	Wednesday	Thursday	Friday	Sat.	Sun.
	1 Planning Committee (North)	2	3	4	5	6
7	8	9 Council	10	11	12	13
14	15 Planning Committee (South)	16 Audit Committee	17	18	19	20
21	22	23	24	25 CHRISTMAS DAY	26	27
28 BANK HOLIDAY	29 {-----school holidays ---	30 --- 21 <sup>st</sup> December – -----	31 ----- 1 <sup>st</sup> January -----			

**JANUARY 2021**

Monday	Tuesday	Wednesday	Thursday	Friday	Sat.	Sun.
				1 NEW YEAR'S DAY	2	3
4 Environment, Waste & Recycling PDAG	5	6 Local Economy & Parking PDAG	7	8	9	10
11 Planning & Development PDAG	12 Planning Committee (North) **	13 Horsham Town PDAG	14	15	16	17
18 Finance & Assets PDAG	19 Planning Committee (South)  Community & Wellbeing PDAG	20 Leisure & Culture PDAG	21	22	23	24
25 Overview & Scrutiny Committee	26	27	28 Cabinet	29	30	31

**FEBRUARY 2021**

Monday	Tuesday	Wednesday	Thursday	Friday	Sat.	Sun.
1	2 Planning Committee (North)	3	4	5	6	7
8	9	10 Council	11	12	13	14
15	16 Planning Committee (South) <i>{school half-term -----</i>	17 <i>---- 15<sup>th</sup> – 19<sup>th</sup> February---</i>	18 <i>-----}</i>	19	20	21
22	23	24	25	26	27	28

**MARCH 2021**

Monday	Tuesday	Wednesday	Thursday	Friday	Sat.	Sun.
1 <b>Finance &amp; Assets PDAG</b>	2 Planning Committee (North)	3 <b>Leisure &amp; Culture PDAG</b>	4	5	6	7
8 <b>Planning &amp; Development PDAG</b>	9 <b>Community &amp; Wellbeing PDAG</b>	10 <b>Local Economy &amp; Parking PDAG</b>	11	12	13	14
15 <b>Environment, Waste &amp; Recycling PDAG</b>	16 Planning Committee (South)	17 Standards Committee <b>Horsham Town PDAG</b>	18	19	20	21
22 Overview & Scrutiny Committee	23	24 Audit Committee	25 Cabinet	26	27	28
29	30	31				



**APRIL 2021**

Monday	Tuesday	Wednesday	Thursday	Friday	Sat.	Sun.
	{----- school holidays -----}	--- 2 <sup>nd</sup> April – 16 <sup>th</sup> April ---	1 -----	2 GOOD FRIDAY	3	4
5 EASTER MONDAY	6	7	8	9	10	11
12	13 Planning Committee (North) *	14	15	16	17	18
19	20	21	22	23	24	25
26	27 Planning Committee (South)  Community & Wellbeing PDAG	28 Council	29	30		

**MAY 2021**

Monday	Tuesday	Wednesday	Thursday	Friday	Sat.	Sun.
					1	2
3 EARLY MAY BANK HOLIDAY	4 Environment, Waste & Recycling PDAG	5 Local Economy & Parking PDAG	6	7	8	9
10 Finance & Assets PDAG	11 Planning Committee (North) *	12 Leisure & Culture PDAG	13	14	15	16
17 Planning & Development PDAG	18	19 COUNCIL – ANNUAL MEETING	20	21	22	23
24 Horsham Town PDAG	25 Planning Committee (South)	26	27	28	29	30
31 SPRING BANK HOLIDAY	{school half-term -----}	---- 31 <sup>st</sup> May – 4 <sup>th</sup> June ---	-----			

**JUNE (provisional for information only – not part of the approved calendar)**

Monday	Tuesday	Wednesday	Thursday	Friday	Sat.	Sun.
	1	2	3	4	5	6
7 Overview & Scrutiny Committee	8 Planning Committee (North) *	9 Governance Committee#	10 Cabinet	11	12	13
14	15 Licensing Committee#	16 Standards Committee	17	18	19	20
21	22 Planning Committee (South)	23 Council	24	25	26	27
28 Finance & Assets PDAG	29 Community & Wellbeing PDAG	24 Local Economy & Parking PDAG				

**JULY (provisional for information only – not part of the approved calendar)**

Monday	Tuesday	Wednesday	Thursday	Friday	Sat.	Sun.
			1	2	3	4
5 Planning & Development PDAG	6 Planning Committee (North)	7 Leisure & Culture PDAG	8	9	10	11
12 Environment, Waste & Recycling PDAG	13 Horsham Town PDAG	14 Audit Committee	15	16	17	18
19 Overview & Scrutiny Committee	20 Planning Committee (South) {-----School Summer	21 Holiday 26 <sup>th</sup> July ----- -	22 Cabinet -- to 31 <sup>st</sup> August -----	23 -----	24	25
26 -----	27 -----	28 -----	29 -----	30 -----		