



Email: [committeeservices@horsham.gov.uk](mailto:committeeservices@horsham.gov.uk)  
Direct line: 01403 215465

# Overview and Scrutiny Committee

Monday, 20th January, 2020 at 5.30 pm  
Conference Room, Parkside, Chart Way, Horsham

Councillors:

Leonard Crosbie (Chairman)	
Brian Donnelly (Vice-Chairman)	
Roy Cornell	Louise Potter
Michael Croker	Josh Potts
Billy Greening	Jack Saheid
Frances Haigh	David Skipp
Nigel Jupp	Ian Stannard
Lynn Lambert	James Wright
Tim Lloyd	

You are summoned to the meeting to transact the following business

Glen Chipp  
Chief Executive

## Agenda

---

	Page No.
1. <b>Apologies for absence</b> To receive apologies for absence.	
2. <b>Minutes</b> To approve as correct the minutes of the meeting held on 25 <sup>th</sup> November 2019 <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>	3 - 8
3. <b>Declarations of Members' Interests</b> To receive any declarations of interest from Members of the Committee	
4. <b>Announcements</b> To receive any announcements from the Chairman of the Committee or the Chief Executive	

5. **Minutes of the Task and Finish Groups** 9 - 22  
To receive the minutes of the Task and Finish Group on Public Health and the Minutes of the Task and Finish Group on Off Street Parking
6. **Analysis and Conclusions on Proposed Highwood Community Centre**  
See Cabinet agenda 23<sup>rd</sup> January 2020  
[Cabinet reports](#)
7. **Council Budget 2020/21**  
To receive details of the Council's budget for 2020 / 21 from the Director of Corporate Resources  
  
See Cabinet agenda 23<sup>rd</sup> January 2020  
[Cabinet reports](#)
8. **Overview and Scrutiny Committee Reporting to Full Council**  
Committee's Guidance on Chairman's Actions to date
9. **Meeting of the Chairman of Overview and Scrutiny with the Leader of the Council / Senior Management**  
Endorsement by Committee
10. **Cabinet Forward Plan** 23 - 28  
To note the Cabinet Forward Plan

## Overview and Scrutiny Committee 25 NOVEMBER 2019

Present: Councillors: Leonard Crosbie (Chairman), Brian Donnelly (Vice-Chairman), Roy Cornell, Michael Croker, Billy Greening, Frances Haigh, Nigel Jupp, Lynn Lambert, Tim Lloyd, Jack Saheid and David Skipp

Apologies: Councillors: Louise Potter, Josh Potts and Ian Stannard  
Absent: Councillors: Richard Landeryou

### SO/35 MINUTES

The minutes of the meeting held on 23<sup>rd</sup> September 2019 were approved as a correct record and signed by the Chairman.

### SO/36 DECLARATIONS OF MEMBERS' INTERESTS

There were no declarations of interest.

The Scrutiny Officer advised that Councillors who also served as County Councillors only needed to declare an interest if an issue pertained to their ward.

### SO/37 ANNOUNCEMENTS

There were no announcements.

### SO/38 MEDIUM TERM FINANCIAL STRATEGY

The Head of Finance explained that the report on the Medium Term Financial Strategy (MTFS) was based on estimates because the impact from the future of business rates and the Fair Funding Review in the 2020/21 budget settlement had been delayed by the Government's parliamentary election and until the UK's relationship with the European Union was resolved. The funding for the 2020/21 budget year was therefore prepared on a 'same as last year' basis. With the existing political and financial uncertainty being exceptionally high, the actual budget and the Medium Term Financial Strategy the Council would set in February 2020 for 2020/21 might well change.

There was a discussion around the following issues:

- The Council might have to collect food waste which would have an associated cost and potentially alter recycling rates. The cost of introducing

a food waste collection was anticipated to be a one off cost at the present time but there would be an ongoing increased cost of collection.

- Whether the Government could expect District Councils to have all the responsibility for the collection of funds and the difficulty of maintaining a balanced budget if the Council had to increasingly rely on revenue which it had raised itself. There was a discussion around whether the Overview and Scrutiny Committee should request the Leader of the Council, in conjunction with other councils in West Sussex, write to the new government requesting clarification on the future funding of local government.
- The specific reserve used to fund a sum of £770,000 being allocated for safeguarding wildlife and the carbon agenda. It was stated that it would come from general reserves. It was further explained that a sum of approximately £325,000 which was allocated for the Digital Transformation Programme would come out of the Transformation Reserve.
- The net expenditure on statutory services only. The Director of Corporate Resources explained that it was hard to neatly split out what was statutory and what was non statutory because there were often non-statutory elements to statutory services. It was noted that the whole of Communities and Leisure was a non-statutory service. The Director of Corporate Resources stated that our residents' survey showed it was the non-statutory services which residents valued most highly.
- The MTFS did not include any assumptions of cyclical recession. If there was a recession there was a lag before the effects were felt by the council. There was a question around whether the levels of the Council's reserves were high enough at approximately £6 million. The Director said that represented more than six month's money and was higher than many councils held for this purpose.
- Whether there was anything the Council could do to reduce the cost of bed and breakfast accommodation used to house homeless people. The Head of Finance said the Council had tried to do this and had built more temporary accommodation in recent years. However, the number of homeless people had risen at the same rate.
- The Chairman of the Overview and Scrutiny Committee wanted the Audit Committee to request a section of their reports confirm the value of Horsham District Council retail assets as at the end of 2019.

#### RESOLVED

That the Overview and Scrutiny Committee request that the Leader of the Council, in conjunction with other Councils in West Sussex, write to the Government requesting that they eliminate the uncertainty on future local government funding.

SO/39 **REPORT ON THE COUNCIL'S FINANCE & PERFORMANCE IN 2019/20**

The Director of Corporate Resources presented this agenda item. She highlighted that:

- There was a surplus of £308 million at the end of month 7.
- Capital expenditure was 27% of the approved £21.2m capital programme.
- 84% of key performance indicators were on target.
- Council tax collection rates were 0.7% off target.
- Extra casual staff had been taken on to help with Customer Services. However the impact of the recently called General Election was now likely to mean this indicator would not be met. Councillors asked about the causes of election calls. These were explained as: postal vote and proxy vote applications and questions about the electoral roll.
- Income levels at the Capitol were very susceptible to whether there were any blockbuster films. It was noted that the present loss was particularly large and that the impact of the new Everyman Cinema was being felt. It was agreed Overview and Scrutiny would revisit the financial position of the Capitol at the end of the year.

There was a discussion around asking the Leader of the Council and Cabinet members to appear at Overview and Scrutiny Committee meetings to discuss issues that were being considered. It was agreed that the previous structure of cabinet members presenting themselves to the Committee on a roster basis proved to be ineffective. Therefore it was agreed that in future, cabinet members would be invited to support a scheme or projects which they had initiated and which had been reviewed by the Committee.

SO/40 **UPDATE ON THE WORK PROGRAMME**

The Head of the Task and Finish Group on Public Health updated the committee on the work of the group:

- There had been two meetings so far
- The terms of reference agreed at the meeting on 15<sup>th</sup> October 2019 were around the difficulty in obtaining GP appointments. It was recognised the scope might need to be widened.
- The Cabinet Member for Health and Wellbeing had attended the second meeting of the Task and Finish Group on 19<sup>th</sup> November 2019.
- Three representatives from the CCG had been invited to the meeting but they had declined to come citing purdah.
- The task and finish group chairman felt strongly that the group had a right to ask its questions and would try to get a representative from the CCG to attend in January 2020 to talk about the Care Plan which would be published by the CCG on December 2<sup>nd</sup> 2019.
- Task and Finish Group meetings could be open to the public at the discretion of the Chairman of the Group and this was welcomed

The Chairman of the Task and Finish Group on Off Street Parking noted that:

- There had been two meetings of the Group
- The Monitoring Officer had attended the second meeting of the Group to discuss issues surrounding the Group's wish to remove West Sussex County Highways as a statutory consultee regarding off road parking issues.
- A Strategic Planning Officer had also attended the second meeting of the Task and Finish Group to discuss these issues.
- A third meeting of the group had been arranged for 16<sup>th</sup> December 2019 at which a representative of West Sussex County Council would be present.

It was stated that the Task and Finish Group on Off Street Parking aimed to produce a report by February 2020. The Chairman of the Task and Finish Group on Public Health explained that the report from that group would be delayed until after the CCG proposals had been released but did plan to have an interim report by February 2020.

It was reported that the production of a cycling infrastructure plan had been delayed until after the Town Centre Plan had been produced. It was anticipated that the Cycling Infrastructure Plan would be produced in January 2020.

SO/41 **CABINET FORWARD PLAN**

It was noted that:

- The Highwood Community Centre Development Proposal and Construction Contract Award would not go to Cabinet until January 2020.
- Money for disabled grants came from the County Council.

RESOLVED

That:

- The Overview and Scrutiny Committee request a copy of the business case document for the Highwood Community Centre Development Proposal.
- The Overview and Scrutiny Committee request a copy of the documents relating to the Housing Strategy.
- The Cabinet Members responsible for the Highwood Community Centre proposals and the Housing Strategy proposals be invited to Overview and Scrutiny

SO/42 **CORPORATE PLAN**

Members of the Committee welcomed the production of the Corporate Plan. There was a question surrounding plastic use. The members of the Committee agreed to support the Corporate Plan.

SO/43 **STRUCTURE AND DURATION OF OVERVIEW AND SCRUTINY MEETINGS**

It was suggested having an estimated time for discussion of an item on the committee agenda. It was noted that the Committee Officer had already requested that specific questions related to matters on the agenda were submitted in advance of the meeting.

It was requested that the Local Energy Plan be circulated to Members.

RESOLVED

- a) To review the structure and duration of Overview and Scrutiny meetings at the end of the municipal year.
- b) That meetings of the Overview and Scrutiny Committee continue to start at 5.30pm.

*The meeting closed at 7.24 pm having commenced at 5.30 pm*

CHAIRMAN

This page is intentionally left blank

## **Task & Finish Group on Off Street Parking** **4 NOVEMBER 2019**

Present: Councillors: Brian Donnelly, Lynn Lambert, Richard Landeryou and Tim Lloyd

Apologies: Councillors: Frances Haigh

Also Present: Ruth Fletcher

### 1 **APPOINTMENT OF CHAIRMAN**

Councillor Donnelly was nominated as Chairman by Councillor Lloyd and this was unanimously supported by the group.

### 2 **APOLOGIES FOR ABSENCE**

There were apologies for absence from Councillor Haigh.

### 3 **DECLARATIONS OF INTEREST**

There were no declarations of interest.

### 4 **ANNOUNCEMENTS**

There were no announcements.

### 5 **TO AGREE TERMS OF REFERENCE**

The Members of the Task and Finish Group agreed the following Terms of Reference for the review. To consider:

1. The role of West Sussex County Council as a statutory consultee in discussions about off street parking particularly with reference to new builds.
2. Whether Horsham District Council must have West Sussex as a statutory consultee regarding off street parking
3. Whether Horsham District Council need to set up their own body to look at the issue of off street parking as County's comments tend to centre around road safety not the number of parking spaces needed
4. A more flexible parking matrix
5. The size of garages in off street parking considerations
6. Drawing up guidance regarding charging points for electric cars
7. What was going to count as off street parking. For example were parking bays classed as off street parking
8. Mobility scooters and storage of these

9. The issue of parking on pavements

6 **TO SCOPE THE REVIEW**

Members agreed to call in the Monitoring Officer and the Director of Place.

The group considered the example of Arun District Council where they had produced their own supplementary planning guidance. It was based on general guidance but they had the power to round the number of parking spaces up or down as they felt was appropriate. It was agreed that Horsham would use Arun's document as a baseline.

It was agreed that there would be further scoping after discussions with the Monitoring Officer and the Director of Place. It was agreed to invite these officers to the next meeting of the task and finish group in November 2019.

7 **TO AGREE A PROGRAMME OF MEETINGS AND TIMESCALES FOR THE REVIEW**

It was agreed that there would also be the second meeting of the task and finish group before the end of November 2020.

It was anticipated that the final report for the task and finish group would be produced in February 2020.

CHAIRMAN

**Task & Finish Group on Off Street Parking**  
**18 NOVEMBER 2019**

Present: Councillors: Brian Donnelly, Lynn Lambert, Richard Landeryou and  
Tim Lloyd

Apologies: Councillors: Frances Haigh  
Absent: Councillors: Jack Saheid

Also Present: Monitoring Officer  
Projects Engineer

8 **APOLOGIES FOR ABSENCE**

There were apologies for absence from Councillor Haigh.

9 **MINUTES**

The notes of the previous meeting on 4<sup>th</sup> November were received by the group.

10 **DECLARATIONS OF MEMBERS' INTERESTS**

There were no declarations of interest.

11 **TO HEAR FROM THE MONITORING OFFICER**

The Chairman of the task and finish group explained that if Councillors considered that additional parking was required, planning officers would still approve an application if County Highways had said to allow it. It was felt that the County Council's parking matrix was insufficiently flexible and that District Councillors had greater local knowledge of parking requirements.

The Monitoring Officer stated:

- Horsham were the Planning Authority
- County Highways must be consulted with regard to various types of development shown listed in schedule 4 of The Town and Country Planning (development Management Procedure) (England) Order 2015 and anything thought to have an adverse impact on safety including impact on overflow into the street could come under that interpretation.
- If it were arguable that there were a safety issue and Horsham didn't consult with County Highways as the statutory consultee, Horsham could be open to challenge by way of judicial review if a planning decision went to appeal due to lack of consultation.
- County Highways had a right to comment on Local Authority Planning Decisions.

- If Members were to develop a planning matrix requiring more parking spaces and therefore impacting on viability, it might push development away from Horsham and again be open to challenge

It was noted that the bus service was poor. It was felt that the West Sussex County Council parking matrix was unrealistic giving 0.8 of a parking space per flat.

It was noted that a lot of people had company vehicles at home in addition to their own vehicles.

The Chairman of the Task and Finish Group asked how Arun District Council had managed to draw up supplementary planning documents.

## 12 **TO HEAR FROM A PLANNING OFFICER**

The Planning Officer noted that:

- West Sussex County Council is the local highway authority and statutory consultee. Its role is to provide advice to local planning authorities on the transport implications of a development to inform planning decisions.
- HDC are the determining authority and must consider the advice of WSCC as a material consideration.
- The new County Parking Standards approved in July 2019 are evidence based.

The Planning Officer was not aware of any other authorities who had developed their own planning matrix.

It was felt that if Horsham District Council developed their own parking matrix, County Highways could continue to comment solely on risk to the highway.

It was suggested that another possible route would be to accept the planning matrix from County Highways if the District was allowed to fine-tune it to circumstances.

There was a discussion around whether it would be better to have general car parks on sites rather than individual ones. It was noted that whilst developers would find this cheaper, people prefer to have their own space.

### **RESOLVED**

- The Planning Officer would check whether any authorities apart from Arun District Council had developed their own parking matrix.
- The Chairman of the Task and Finish Group would seek clarification from Arun District Council on what exactly they had done and how they did it
- The Scrutiny Officer would invite a member of West Sussex County Council Highways to the next meeting of the task and finish group

13 **DATE OF NEXT MEETING**

The next meeting of the group was scheduled for Monday 16<sup>th</sup> December at 4pm.

*The meeting closed at 4.57 pm having commenced at 4.00 pm*

CHAIRMAN

This page is intentionally left blank

**Task & Finish Group on Off Street Parking**  
**16 DECEMBER 2019**

Present: Councillors: Brian Donnelly, Frances Haigh, Lynn Lambert,  
Richard Landeryou and Tim Lloyd

Also Present: Councillor Ruth Fletcher  
Chris Stark, West Sussex County Council Highways

14 **APOLOGIES FOR ABSENCE**

There were no apologies.

15 **NOTES OF THE MEETING ON 18TH NOVEMBER 2019**

The notes of the meeting from 18<sup>th</sup> November were received by the group.

16 **TO HEAR FROM A REPRESENTATIVE OF WEST SUSSEX COUNTY  
COUNCIL'S PLANNING AND PARKING**

A representative of West Sussex County Council Highways had been invited to the meeting. He was an Area Highways Manager. He explained that his role was to liaise with the community. He agreed that any questions which he could not answer, he would ask colleagues and send an answer by email. He further suggested another colleague might be better able to answer questions.

Councillor Lloyd asked about the methodology for determining the number of parking spaces for a development. The Area Highways Manager explained that whilst the County Council could comment on the number, the Government's planning legislation limited the number of parking spaces which could be created off the street. County Highways could not object unless the number was a significant deviation from the norm. Councillor Donnelly felt there were so many variables regarding parking that a "one size fits all" matrix was not effective.

Councillors felt there was no consultation with Horsham District Council regarding the number of parking spaces needed. The County Council representative felt that there sometimes was. Councillor Lloyd suggested that the consultation should include asking the local ward members for their input. The County Council representative said that there were so many applications, it was not practical to consult on all of them. Councillor Donnelly stated that he wanted a planning matrix which could be tweaked by ward members.

It was noted that Mid Sussex District Council had developed their own parking matrix as had Arun District Council. Councillor Donnelly wanted to know about their evidence base and whether visitors' parking was factored in. He also wanted to know why Mid Sussex had developed their own parking matrix but

then continued using the one developed by the County Council. The Scrutiny Officer was asked to find out.

The group discussed flats being built with no parking.

Councillor Haigh asked about decisions on allowing dropped kerbs and using front gardens for parking. The County Council representative explained that there had to be a minimum of 4.8m space between the highway and the door of the property for the application to be considered. If there were parking bays nearby then the application would not be granted. There had to be room to take the car off the highway without it causing an obstruction.

Councillor Donnelly questioned why have a planning matrix at all. The County Council representative said it was better to have cars off the highways as then they caused less congestion. Councillor Donnelly felt it was difficult to encourage people to use the car less when there were no public transport options available.

Councillors felt there needed to be restrictions on converting car ports into other things as garages often just got used for storage. It was further noted that the size of garages was an issue. Councillors also felt that parking courts would be more useful than garages and they wished to report this in their final report. Councillor Fletcher suggested there should be reduced costs for the householder if they didn't use the space.

Councillor Fletcher felt that car dependence shouldn't be promoted. The West Sussex representative said that they comment on whether parking provision was enough to prevent developments having an impact on the highways. Councillor Donnelly commented that the cost of electric cars was very, very high and wondered whether County had considered making electric charging points compulsory. The County representative said that County had an electric charging policy document. It was noted that electric cars currently have different charging fittings.

It was noted that prosecuting people parking on kerbs was not enforceable.

17 **DATE OF NEXT MEETING**

It was agreed to hold the next meeting on Monday 20<sup>th</sup> January 2020 subject to the suggested representative from West Sussex County Council being available.

*The meeting closed at 5.14pm having commenced at 4.03pm.*

CHAIRMAN

This page is intentionally left blank

**Task and finish group on public health**  
**15 OCTOBER 2019**

Present: Councillors: Lynn Lambert, Richard Landeryou and David Skipp

Apologies: Councillor: Josh Potts

1 **CONFIRMATION OF CHAIRMAN**

Councillor Skipp was confirmed as Chairman of the Task and Finish Group, after previously being nominated at Overview and Scrutiny Committee on 23<sup>rd</sup> September.

2 **APOLOGIES FOR ABSENCE**

There were apologies for absence from Cllr Potts.

3 **DECLARATIONS OF INTEREST**

There were no declarations of interest.

4 **ANNOUNCEMENTS**

There were no announcements.

5 **TO AGREE TERMS OF REFERENCE**

The Members of the Task and Finish Group agreed the following Terms of Reference for the review:

1. To consider and make representation to the Overview and Scrutiny Committee about reasons for and solutions to the problem of lack of access to GP surgeries in some parts of the District. This would include questions around whether people could be accommodated in surgeries when new homes were built and questions around whether surgeries were at capacity and were there neighbouring surgeries which were not which could then take these patients. It would also discover the regulations around where patients can be drawn from for particular surgeries.
2. To consider and make representation to the Overview and Scrutiny Committee about suggestions for improvement to health services for those who cannot access GP surgeries and have to access health services in other forms.

6 **TO SCOPE THE REVIEW**

Members noted that there had been a review of Health Provision carried out by a working group in 2014. It was noted that during the last review Healthcare England was written to. The Clinical Commissioning Group (CCG) were also called in.

- It was felt that the CCG needed to be invited to a meeting again regarding allocation of people to GP surgeries and problems around people seeing a doctor. The Task and Finish Group wanted to ask the CCG what model they were using regarding whether GPs were needed or whether other health professionals were required in a particular area.
- It was also thought that the Cabinet Member for Health and Wellbeing should be invited to come to a meeting of the task and finish group for a discussion of the issue
- It was agreed that the West Sussex County Council member for health should be identified and invited to a meeting of the task and finish group
- It was agreed to ask for statistics on demographics from Cllr Haigh including projected figures and patterns. This was due to her background in demographic information.

There was a discussion around potentially inviting the MPs whose constituencies covered the District - Jeremy Quinn and Nick Herbert.

There was further discussion about potentially inviting Age UK to a meeting of the group.

Healthwatch West Sussex was also considered as a potential invitee because they have people who question patients.

It was also decided to approach another member of the Overview and Scrutiny Committee to be on the Task and Finish Group so that it was a slightly larger body.

7 **TO AGREE A PROGRAMME OF MEETINGS AND TIMESCALES FOR THE REVIEW**

It was agreed that the next meeting of the Task and Finish Group would be held on 19<sup>th</sup> November at 17:30.

*The meeting closed at 6.30 pm having commenced at 5.30 pm*

CHAIRMAN

**Task and finish group on public health**  
**19 NOVEMBER 2019**

Present: Councillors: Lynn Lambert, Richard Landeryou, Josh Potts,  
David Skipp and Ian Stannard

Also Present: Councillor Youtan

8 **APOLOGIES FOR ABSENCE**

No apologies for absence were received.

9 **NOTES FROM PREVIOUS MEETING**

The notes of the previous meeting on 15<sup>th</sup> October were received.

10 **DECLARATIONS OF INTEREST**

There were no declarations of interest.

11 **ANNOUNCEMENTS**

There were no announcements.

12 **TO HEAR FROM THE CABINET MEMBER FOR COMMUNITY MATTERS  
AND WELLBEING**

The Chairman of the task and finish group explained to the group the responsibilities of various health bodies:

- When people were admitted to hospital as an emergency, the charge was not picked up by the CCG
- NHS England paid for hospital services
- Hospitals received the majority of funding but much health work was actually done in the community
- NHS Property (PropCo) looked after buildings such as Horsham Hospital
- The CCG dealt with planning, GP surgeries and GP numbers

The Chairman of the task and finish group noted that GPs were not keen on a giant surgery hub rather than their own individual surgeries.

There was a discussion around whether Horsham District Council should be involved in Scrutinising health matters. The Scrutiny Officer mentioned an email that had been received from West Sussex County Council Democratic Services saying that they felt Horsham should not be involved in scrutinising health matters.

It was noted that there was a new person in charge of the CCG and also a new person responsible for NHS England.

The Cabinet Member for Community and Wellbeing noted that there was a problem of different care providers working at Horsham Hospital but no one Trust in overall control. She also felt that the hospital was under-utilised. She felt this was an area which the task and finish group should look at. The group felt that people in Horsham had to travel to Redhill when it would be better if they could be treated in Horsham. Furthermore, people from other parts of the district such as Billingshurst were being sent a long way away to Chichester or Steyning.

There was a discussion around the issue of teenage mental health. It was felt that factors which influenced teenage mental health included peer pressure, social media pressures, body issues and pressure for good grades.

13 **RELEVANT NEWS ARTICLES AND BACKGROUND INFORMATION ON CCG**

Newspaper articles and information about the CCG were circulated to the group.

The Chairman of the group noted that:

- The CCG would publish The Sussex Health and Care Plan on 2<sup>nd</sup> December 2019.
- He wanted to invite a CCG representative to attend a meeting of the task and finish group to talk about it.
- There needed to be a discussion with the CCG regarding their role and vision.
- The task and finish group might have to go on longer than usual for a task and finish group.

It was agreed that the next meeting of the group would be after Christmas.

*The meeting closed at 6.45 pm having commenced at 5.30 pm*

CHAIRMAN

## FORWARD PLAN

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.

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](http://www.horsham.gov.uk)) or by contacting Committee Services at the Council Offices.

Page 23 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](mailto:committeeservices@horsham.gov.uk)

Tel: 01403 215123

Published on 01 January 2020

**What is a Key Decision?**

A key decision is an executive decision which, is likely –

- (i) to result in the Council incurring expenditure which is, or the making of savings which are, 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.

	<b>Subject/Decision</b>	<b>Decision Taker</b>	<b>Date(s) of decision</b>	<b>Is all or part of this item likely to be dealt with in private</b>	<b>Contact Officer</b> <b>Cabinet Member</b> (NB include name, title and email address)
1.	<b>Budget 2020/21</b> Policy Development Advisory Group 6 January 2020	Cabinet  Council	23 Jan 2020  12 Feb 2020	Open	Jane Eaton, Director of Corporate Resources jane.eaton@horsham.gov.uk  Leader and Cabinet Member for Finance and Assets (Councillor Ray Dawe)
2.	<b>Medium Term Financial Strategy to 2023/24</b>	Cabinet	23 Jan 2020	Open	Jane Eaton, Director of Corporate Resources jane.eaton@horsham.gov.uk  Leader and Cabinet Member for Finance and Assets (Councillor Ray Dawe)
3.	<b>Housing Strategy 2019 - 2024</b>	Cabinet	23 Jan 2020	Open	Rob Jarvis, Head of Housing & Community Services robert.jarvis@horsham.gov.uk  Cabinet Member for Community Matters and Wellbeing (Councillor Tricia Youtan)
4.	<b>Horsham District Homes reserved matter - appointment of auditors</b>	Cabinet	23 Jan 2020	Open	Adam Chalmers, Director of Community Services adam.chalmers@horsham.gov.uk  Leader and Cabinet Member for Finance and Assets (Councillor Ray Dawe)

	<b>Subject/Decision</b>	<b>Decision Taker</b>	<b>Date(s) of decision</b>	<b>Is all or part of this item likely to be dealt with in private</b>	<b>Contact Officer</b> <b>Cabinet Member</b> (NB include name, title and email address)
5.	<b>Highwood Community Centre - Development Proposal and Construction Contract Award</b> Policy Development Advisory Group 10 July 2019	Cabinet	23 Jan 2020	Open	Brian Elliott, Head of Property & Facilities brian.elliott@horsham.gov.uk  Deputy Leader and Cabinet Member for Leisure and Culture (Councillor Jonathan Chown)
6.	<b>Extending Ultrafast Broadband Public Connectivity</b>	Cabinet	23 Jan 2020	Open	Jane Eaton, Director of Corporate Resources jane.eaton@horsham.gov.uk  Leader and Cabinet Member for Finance and Assets (Councillor Ray Dawe)
7.	<b>Future Provision of the Bulky Waste Service</b>	Cabinet	23 Jan 2020	Open	Adam Chalmers, Director of Community Services adam.chalmers@horsham.gov.uk  Cabinet Member for Environment, Recycling and Waste (Councillor Philip Circus)
8.	<b>Community Development Strategic Grants</b>	Cabinet	23 Jan 2020	Open	Rob Jarvis, Head of Housing & Community Services robert.jarvis@horsham.gov.uk  Cabinet Member for Community Matters and Wellbeing (Councillor Tricia Youtan)

	<b>Subject/Decision</b>	<b>Decision Taker</b>	<b>Date(s) of decision</b>	<b>Is all or part of this item likely to be dealt with in private</b>	<b>Contact Officer</b> <b>Cabinet Member</b> (NB include name, title and email address)
9.	<b>Horsham District Local Plan Preferred Strategy</b>	Cabinet	23 Jan 2020	Open	Barbara Childs, Director of Place barbara.childs@horsham.gov.uk  Cabinet Member for Planning and Development (Councillor Claire Vickers)
10.	<b>Council Tax Reduction Scheme</b> Policy Development Advisory Group 6 January 2020	Cabinet  Council	23 Jan 2020  12 Feb 2020	Open	Jane Eaton, Director of Corporate Resources jane.eaton@horsham.gov.uk  Leader and Cabinet Member for Finance and Assets (Councillor Ray Dawe)

This page is intentionally left blank