



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

Finance and Assets Policy Development Advisory Group

Monday, 6th July, 2020 at 5.30 pm
via Remote Video Link

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: Ray Dawe (Chairman)

Matthew Allen
Tony Bevis
Paul Clarke
Michael Croker
Brian Donnelly

Frances Haigh
Nigel Jupp
Richard Landeryou
Gordon Lindsay
Stuart Ritchie

You are summoned to the meeting to transact the following business

Glen Chipp
Chief Executive

Agenda

	Page No.
1. Apologies for absence	
2. Notes of previous meeting	3 - 4
To receive the notes of the meeting held on 11 May 2020	
3. Medium Term Financial Strategy - update	
The Group will receive an update on the MTFS from the Head of Finance, before it is considered by Cabinet on 23 July.	
4. Transformation fund - top up from the 2019/20 budget surplus	5 - 8
The Group will consider the draft report regarding the Transformation Fund, which will be considered by Cabinet on 23 July.	

5. **Grant of an option over surplus land in Storrington**

The Head of Property and Facilities will brief the Group on the proposed grant of an option over surplus land in Storrington.

6. **Forward Plan Extract for the Finance and Assets Portfolio**

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To note the Forward Plan extract for the Finance and Assets Portfolio

Finance and Assets Policy Development Advisory Group
11 MAY 2020

Present: Councillors: Ray Dawe (Chairman), Matthew Allen, Tony Bevis, Paul Clarke, Brian Donnelly, Frances Haigh, Nigel Jupp, Richard Landeryou, Gordon Lindsay and Stuart Ritchie

18 **NOTES OF PREVIOUS MEETING HELD ON 13TH JANUARY 2020**

The notes of the meeting held on 13th January 2020 were received by the group.

19 **REPORT ON THE RENEWAL OF ENERGY PURCHASING CONTRACT THROUGH LASER**

The Head of Property and Facilities presented a report on the options for the appointment of an energy procurement company to provide energy procurement services. He explained that the Council had had a long standing arrangement with LASER (Local Authority Energy Buying Group). LASER was a part of the Commercial Services Group wholly owned by Kent County Council. LASER had completed the tender process for the flexible energy framework contract to run from October 2020 to September 2024. This required confirmation from its member authorities that they wished to participate.

The Head of Property and Facilities explained that it was the Council's preferred option to be able to buy energy over a period of time. By enabling the buyer to purchase blocks of energy both before and within the contracted supply period, it removed the risk of settling an energy requirement on a single day. The contract arrangement provided for the use of a green tariff which supported the Corporate Plan priority of protecting the environment and increasing biodiversity.

The Members of the Finance and Assets Policy Development Advisory Group noted the report and supported the recommendation to continue the arrangement with LASER.

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

The Group noted the Forward Plan extract for the Finance & Assets portfolio.

Councillors asked questions around the current levels of cash collection. The Director of Corporate Resources said that the Council had tried to introduce a cashless payment system in the Council's rural car parks when charging was introduced but many customers so far had preferred cash. It was thought the rate of cashless collection might increase due to the COVID 19 situation.

The meeting closed at 4.44 pm having commenced at 4.30 pm

CHAIRMAN

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**Parkside, Chart Way, Horsham,
West Sussex RH12 1RL**

FORWARD PLAN – Finance & Assets portfolio

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.

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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

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.

	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.	Cash Collection Service Tender	Cabinet	23 Jul 2020	Part exempt	Jane Eaton, Director of Corporate Resources jane.eaton@horsham.gov.uk Leader and Cabinet Member for Finance and Assets (Councillor Ray Dawe)
3.	Medium Term Financial Strategy - Update	Cabinet	23 Jul 2020	Open	Jane Eaton, Director of Corporate Resources jane.eaton@horsham.gov.uk Leader and Cabinet Member for Finance and Assets (Councillor Ray Dawe)
4.	Transformation fund - top up from the 2019/20 budget surplus	Cabinet	23 Jul 2020	Open	Dominic Bradley, Head of Finance dominic.bradley@horsham.gov.uk Leader and Cabinet Member for Finance and Assets (Councillor Ray Dawe)
5.	Grant of an option over surplus land in Storrington	Cabinet	23 Jul 2020	Open	Brian Elliott, Head of Property & Facilities brian.elliott@horsham.gov.uk Leader and Cabinet Member for Finance and Assets (Councillor Ray Dawe)

7.	Purchase of property in Slinfold by Horsham District Homes (Holdings) Limited	Cabinet	23 Jul 2020	Fully exempt	Brian Elliott, Head of Property & Facilities brian.elliott@horsham.gov.uk Leader and Cabinet Member for Finance and Assets (Councillor Ray Dawe)
11.	Medium Term Financial Strategy	Cabinet	26 Nov 2020	Open	Jane Eaton, Director of Corporate Resources jane.eaton@horsham.gov.uk Leader and Cabinet Member for Finance and Assets (Councillor Ray Dawe)
12.	Council Tax Reduction Scheme	Cabinet Council	28 Jan 2021 10 Feb 2021	Open	Jane Eaton, Director of Corporate Resources jane.eaton@horsham.gov.uk Leader and Cabinet Member for Finance and Assets (Councillor Ray Dawe)
13.	Budget 2021/2022	Cabinet Council	28 Jan 2021 10 Feb 2021	Open	Jane Eaton, Director of Corporate Resources jane.eaton@horsham.gov.uk Leader and Cabinet Member for Finance and Assets (Councillor Ray Dawe)