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Direct line: 01403 215465

# Finance and Assets Policy Development Advisory Group

Monday, 14th September, 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](mailto: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. <b>Apologies for absence</b>	
2. <b>Notes of previous meeting</b>	3 - 4
To receive the notes of the meeting held on 6 July 2020	
3. <b>The Council's Financial Position</b>	
To receive an update from the Head of Finance on the Council's current financial position	
4. <b>Forward Plan Extract for the Finance and Assets Portfolio</b>	5 - 8
To note the Forward Plan extract for the Finance and Assets Portfolio	



**Finance and Assets Policy Development Advisory Group**  
**6 JULY 2020**

Present: Councillors: Matthew Allen, Tony Bevis, Michael Croker,  
Brian Donnelly, Frances Haigh, Nigel Jupp, Richard Landeryou,  
Gordon Lindsay and Stuart Ritchie

Apologies: Councillors: Paul Clarke

1 **NOTES OF PREVIOUS MEETING**

The notes of the previous meeting held on 11 May were received.

2 **MEDIUM TERM FINANCIAL STRATEGY - UPDATE**

The Director of Corporate Resources updated the Group on the draft MTFS that would be presented to Cabinet on 23 July. Because of the pandemic, the Council had lost a significant amount of income since March, in particular from parking and leisure facilities, and at this point it was impossible to forecast with any accuracy how these income streams would recover. The government had also just announced an arts support package and a compensation scheme for loss of income, although the details were at present unknown. Any grant funding from these would need to be factored in. There was a possibility of future government grants.

Beyond taking some measured actions now such as a reduced capital programme, the Cabinet Member stated that because the current situation was very uncertain it was advisable to wait until later in the year when income streams had stabilised rather than regret hasty action later. At that stage efficiency savings and other expenditures could be reviewed.

The Cabinet Member agreed that a redrafted MTFS would be brought to the Group before any decisions on how to balance the budgets were considered by Cabinet in November.

3 **TRANSFORMATION FUND - TOP UP FROM THE 2019/20 BUDGET SURPLUS**

The Head of Finance reminded the Group that the Transformation Fund had been created to support projects designed to create efficiencies and generate income.

The proposal to top-up the fund from the 2019/20 surplus would help to accelerate some of the projects, in particular the installation of new planning and regulatory IT systems.

The Group were supportive of the proposal, which would be considered by Cabinet on 23 July.

4 **GRANT OF AN OPTION OVER SURPLUS LAND IN STORRINGTON**

The Head of Property & Facilities gave a presentation on a proposal to sell surplus HDC land at Storrington. There were three parcels of neighbouring land suitable for development. These were owned by HDC, the Parochial Church Council and land owned jointly by HDC and the Parish Council. HDC was working with the other landowners to negotiate a deal to dispose of the land as a single site for development.

The Group noted the proposed apportionment of proceeds between the three landowners. If developed as a single site there would be capacity for 25 dwellings, five of which could be affordable housing.

The Cabinet Member explained how each party would benefit from working together. A proposal to approve such a deal would be considered by Cabinet on 23 July.

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

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

*The meeting closed at 6.20 pm having commenced at 5.30 pm*

CHAIRMAN

## **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.

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 5 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

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**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>Medium Term Financial Strategy - Update</b>	Cabinet	24 Sep 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.	<b>Procurement of building contract</b>	Cabinet	24 Sep 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)
4.	<b>Medium Term Financial Strategy</b>	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)
16.	<b>Council Tax Reduction Scheme</b>	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)

	<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)
17.	<b>Budget 2021/2022</b>	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)