



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

# Finance and Assets Policy Development Advisory Group

Monday, 2nd November, 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 14 September 2020	
3. <b>Medium Term Financial Strategy</b>	
To receive an update from the Head of Finance on the MTFs, which will be reported to Cabinet on 26 November	
4. <b>Procurement of Building Contract</b>	
To receive a briefing from the Head of Property & Facilities on the procurement of a building contract for a minor extension to an investment property	

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

5 - 8

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

**Finance and Assets Policy Development Advisory Group**  
**14 SEPTEMBER 2020**

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

Apologies: Councillors: Gordon Lindsay

Also Present:

6 **NOTES OF PREVIOUS MEETING**

The notes of the previous meeting held on 6 July 2020 were received.

7 **THE COUNCIL'S FINANCIAL POSITION**

The Head of Finance presented an update on the council's financial position post Covid-19.

The impact of the Covid-19 recession had led to the Council's income being considerably reduced - most predominantly in Parking, Leisure Services, investments, commercial rents and Planning/Building Control.

The effects of Covid-19 had also led to cost pressures, in areas such as Housing services, Leisure centres and Revenue & Benefits.

The financial impact of covid-19 on the current year 20/21 would likely result in a net deficit. One off Covid-19 funding and income loss grants from central government, along with salary and redundancy costs and lower collection of NDR and council tax, would lessen the deficit.

The Head of finance provided an overview of the net expenditure estimated for the next 4 years, including the long term covid-19 recession impact. The presentation outlined the estimated net deficit at the end of 23/24.

Several ideas for closing the gap were presented to the PDAG. This included delivering services differently, reducing services and departmental restructuring. The PDAG discussed the plausibility of using the council's reserves to help close the gap. The Head of Finance and Director of Corporate Resources outlined why this would be unsustainable and pose considerable risk.

The group noted several external variables which may improve the council's deficit and raise levels of income. These ranged from the stock market recovery, courts reopening to enable debt recovery and income recovering in key areas of the council such as Parking, Property, Development, and The Capitol & Leisure Centres.

There were several more severe internal options for closing the funding gap. These were adjusting services, cancelling major projects, selling the council's assets, increasing council tax rates and increasing garden waste collection charges.

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

Relevant items included on the forward plan were noted by the group.

*The meeting closed at 6.27 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.

Pages 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

Published on 01 September 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)
7.	<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)
9.	<b>Procurement of building contract</b>	Cabinet	26 Nov 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>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)
15.	<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)

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