

**Horsham District Council – Decisions taken by the Cabinet on Thursday, 25 March 2021**

Agenda Item No	Topic	Decision
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**Part A – Items considered in public**

A5	Local Development Scheme update	<p><b>RESOLVED</b></p> <p>To approve the publication of the Local Development Scheme January 2021 – December 2023 as attached to the Cabinet report.</p> <p><b>REASON</b></p> <p>To ensure that the Council acts in accordance with the requirements of the Planning &amp; Compulsory Purchase Act 2004 (as amended by the Localism Act 2011).</p>
A6	Horsham Town Centre Public Realm Strategy and Design Guide	<p><b>RECOMMENDED TO COUNCIL</b></p> <p>i) To adopt the Horsham Town Centre Public Realm Strategy and Design Guide.</p> <p><b>RESOLVED</b></p> <p>ii) To note the summary of stakeholders’ consultations.</p> <p>iii) To delegate authority for any minor amendments to the Cabinet Member for Planning and Development.</p> <p><b>REASON</b></p> <p>i) This Public Realm Strategy and Design Guide for Horsham Town Centre seeks to achieve the overarching aspiration to; enhance the existing heritage of the town centre; futureproof the town centre by identifying and maximising key spaces that could provide flexibility in how they can function, and improve access and</p>

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		<p>connectivity throughout; sustain and further promote Horsham as a key destination to live, socialise and shop. A coherent public realm strategy is a fundamental factor in order to achieve this aspiration.</p> <p>ii) The Stakeholder engagement summary is an important background document in setting out the proposed response to the comments received.</p> <p>iii) To allow minor changes only. Any substantive change would need to be agreed by all Members.</p>
<b>A7</b>	Improvement of Community Facilities in Denne Ward	<p><b>RESOLVED</b></p> <p>i) To approve the project for the refurbishment of St Peter’s Hall and the RAFA club.</p> <p><b>RECOMMENDED TO COUNCIL</b></p> <p>ii) That a budget of £630,000 for 2021/22 be approved for the project, of which £238,000 will be grant funded.</p> <p><b>REASON</b></p> <p>To upgrade poor quality community facilities in Denne Ward and to improve the energy efficiency of the buildings. The proposals meet the Council policies to move towards net zero emissions by 2030 and to provide facilities to support health and wellbeing in the community. The reasons for rejecting alternative courses of action are dealt with in the body of the report.</p>

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A8	Use of Additional Restrictions Grant for Projects to Assist Economic Recovery	<p><b>RECOMMENDED TO COUNCIL</b></p> <ul style="list-style-type: none"> <li>i) To set up a budget for projects to encourage the restart and success of businesses in Horsham District for a value that, combined with spend on Discretionary Grants, is equivalent to the total of the Additional Restrictions Grant and any subsequent additions the Government makes to it.</li> <li>ii) To delegate to the Director of Corporate Resources, in consultation the Cabinet Lead for Finance &amp; Assets and Local Economy and Parking, the Chairman of Overview &amp; Scrutiny and the Leader of the Council the allocation of this projects budget to projects proposed by officers of the County, District and Parish Councils when supported by an adequate business case and delivery plan that can be met before 31 March 2022.</li> <li>iii) To approve the allocation of funds for the four projects outlined in paragraph 3.3 of the Cabinet report.</li> </ul> <p><b>REASON</b></p> <ul style="list-style-type: none"> <li>i) A budget to spend this money on anything other than grants direct to businesses is needed for the Council to operate within its Constitution.</li> <li>ii) A delegation is needed to ensure we can identify and approve projects at speed to maximise the benefit our economy obtains from this Government grant.</li> <li>iii) Council approving these projects is the quickest way to get funding into these</li> </ul>

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		projects because using the delegation would need further discussion.
A9	Council Tax Support Scheme - Additional Discretionary Discounts	<p>RESOLVED</p> <p>i) To approve an additional discretionary discount of up to £150.00 per household for working age claimants in 2021/22.</p> <p><b>RECOMMENDED TO COUNCIL</b></p> <p>ii) To set up a budget for 2021/22 comprising the County Council’s share of payments and the remainder coming from a share of Horsham District Council’s Council Tax support grant and any residual hardship grant from 2020/21.</p> <p>iii) To delegate to the Director of Corporate Resources the finalisation of the exact sums involved during 2021/22 provided they do not exceed the £145,981 Horsham District Council grant and any carry forward from 2020/21.</p> <p>REASON</p> <p>i) County’s offer to part fund this support will help our most vulnerable working age families in a year when their income is likely to be adversely affected.</p> <p>ii) A budget is needed to allow these transactions to take place.</p> <p>iii) The full cost of this scheme is not yet known because vulnerable customers in this group are likely to move in and out of work during the year. This delegation will</p>

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		allow the Director to ensure customers get the help agreed against a varying budget level.
<b>A10</b>	Procurement Shared Service - Extension of Agreement	<p><b>RESOLVED</b></p> <ul style="list-style-type: none"> <li>i) To approve the delegation of the provision of its procurement services to Crawley Borough Council from 1 April 2022 under Section 101 of the Local Government Act 1972.</li> <li>ii) To agree to the provision of services under an Inter-Authority Agreement for a minimum period of four years from 1 April 2022 to 31 March 2026 with an option to extend for a further period of up to four years.</li> <li>iii) To delegate authority to the Director of Corporate Resources and the Head of Legal and Democratic Services to agree the terms of the Inter-Authority Agreement which reflects the principles outlined in the report.</li> <li>iv) To delegate to the Director of Corporate Resources and Head of Legal and Democratic Services the ability to apply the four year extension at the end of the initial term subject to performance review in consultation with the Cabinet Member for Finance &amp; Assets.</li> </ul> <p><b>REASON</b></p> <p>The current joint working arrangement with Horsham District Council, Mid Sussex Council and Mole Valley District Council is due for renewal on 31 March 2022 and</p>

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		therefore there is a need for Members to agree how procurement services will be provided in the future in order to give partners assurance that services will continue beyond this date.
<b>A11</b>	Temporary Agency Staff Contract	<p><b>RESOLVED</b></p> <p>i) To approve the use of the dynamic purchasing system for appointing temporary agency staff established on behalf of the Council by its Shared Procurement Service.</p> <p><b>REASON</b></p> <p>i) Under the current Public Contracts Regulations (2015) each council is legally required to aggregate its spend on similar goods and services, and if this exceeds the current threshold of £181,302 over a 4 year period to go out to tender. Horsham District Council's spend averages c£580,000 per annum.</p> <p>ii) Crawley Borough Council, through the Shared Procurement Service, recently tendered to establish a dynamic purchasing system on behalf of its four member Councils (Crawley, Horsham, Mid Sussex and Mole Valley)</p> <p>iv) The creation and use of the DPS will enable the councils to standardise terms and conditions, agency fees, consolidate and reduce spending whilst complying with current regulations in an efficient process.</p> <p>v)</p>

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<b>A12</b>	Contract Award for the provision of Manned Security Services	<p><b>RESOLVED</b></p> <p>To accept the bid and award the contract to Company A (exempt Appendix 1), as the preferred supplier of Manned Security Services for the Council.</p> <p><b>REASON</b></p> <p>An open tender process was carried out with 21 replies received. The assessment of the tender was based on a 60% price and 40% quality evaluation. Company A provided the best overall score for the tender.</p>
<b>Part B – items considered in exempt session</b>		
<b>A16</b>	Procurement Code Exemption for the Purchase of short-term Temporary Accommodation	<p><b>RESOLVED</b></p> <p>To approve a Procurement Code exemption to remove the need to advertise for a contractor to provide temporary short-term accommodation for homeless residents for the financial years 2021/22 and 2022/23, up to but not exceeding the agreed total spend as set out in the Cabinet report.</p> <p><b>REASON</b></p> <ul style="list-style-type: none"> <li>i) The market for procurement of a single supplier for this work does not exist.</li> <li>ii) The spend on this type of accommodation is uncertain due to the impact of COVID-19 on the Council’s direct instruction to house rough sleepers regardless of priority need status and the impact of the lockdown and recession on our</li> </ul>

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		<p>residents and their security of tenure.</p> <p>iii) The time period between the receipt of the final audit report in February 2021 and the start of the new financial year is too short to put a compliant contract in place, even were there a market to do so.</p>
<b>A17</b>	Leisure Management Contract - delegated authority and financial support	<p><b>RECOMMENDED TO COUNCIL</b></p> <p>i) To delegate authority to the Director of Community Services in consultation with the Leader of the Council, the Deputy Leader and Cabinet Member for Leisure &amp; Culture, the Cabinet Member for Finance and Assets and Local Economy and Parking to agree any waiving of the monthly management fee from Places Leisure for the required period of financial support until usage recovers towards pre-Covid-19 levels, or ending 31 March 2022.</p> <p>ii) To delegate authority to the Director of Community Services in consultation with the Leader of the Council, the Deputy Leader and Cabinet Member for Leisure &amp; Culture, the Cabinet Member for Finance and Assets and Local Economy and Parking to agree any financial support payments to Places Leisure for the period of closure and for reopening until usage recovers towards pre-Covid-19 levels, or ending 31 March 2022.</p> <p>iii) To delegate authority to the Director of Community Services in consultation with the Leader of the Council, the Deputy Leader and Cabinet Member for Leisure &amp; Culture, the Cabinet Member for Finance and Assets and Local Economy and Parking to enter into any contract variations in respect of any financial support</p>



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		<p>during the period of closure and for re-opening on the terms recommended.</p> <p>iv) To approve an increased budget as set out in the Cabinet report.</p> <p><b>REASON</b></p> <p>i) To ensure the four Council-owned leisure centres are able to open and continue to operate as soon as legislation allows. These leisure facilities are really important for the residents of the district, providing activity and sporting opportunities, enabling good physical and mental health and wellbeing.</p> <p>ii) To avoid any potential breach of contract, which could result in the Council being liable for substantial costs.</p>