



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

Finance & Assets Policy Development Advisory Group

Monday, 6th March, 2023 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 and may speak, both at the discretion of the Chairman and subject to providing advance written notification to the Chairman of the meeting and committeeservices@horsham.gov.uk

Councillors:	Paul Clarke (Chairman)	
	Matthew Allen	Brian Donnelly
	Tony Bevis	Tony Hogben
	Martin Boffey	Nigel Jupp
	Michael Croker	Richard Landeryou
	Ray Dawe	Stuart Ritchie

You are summoned to the meeting to transact the following business

Jane Eaton
Chief Executive

Agenda

	Page No.
1. Apologies for absence	
2. Notes of previous meeting To receive the notes of the meeting of the Finance & Parking PDAG held on 16 January	3 - 6
3. Parking: Rural car parking E-disks 2024 To receive a briefing from the Parking Manager	7 - 8
4. Parking: MiPermit for residents and visitors - July To receive a briefing from the Parking Manager	9 - 10

5. **Energy Bills Support Scheme - alternative funding** 11 - 18
To receive a presentation from the Director of Resources
6. **Forward Plan Extract for the Finance and Assets Portfolio** 19 - 22
To note the Forward Plan extract for the Finance and Assets Portfolio

Finance & Parking Policy Development Advisory Group
16 JANUARY 2023

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

15 **NOTES OF PREVIOUS MEETING**

The notes of the meeting held on 7 November were received.

16 **2023/24 BUDGET AND MEDIUM-TERM FINANCIAL STRATEGY**

The Head of Finance and Performance gave a comprehensive presentation to the group on the 2023-24 draft budget summary which would be taken to Cabinet on 24 January.

Key points advised included:

- A proposed £13.5 million budget was being set for 2023/24 and Net expenditure increased by £1.2 million from 2022/23 this reflects the significant impact of annual inflationary and salary cost pressures.
- £4.85 Council Tax increase was proposed amounting to 2.99% at Band D.
- A 2 year Provisional settlement was received in December 2022, advising a 4.9% total funding increase however this is significantly below inflation.
- There had been a 780 increase in Council Tax houses in Band D.
- In the medium term there was significant uncertainty due to fair funding, levelling up, business rates, indirect cost pressures from WSCC, de-carbonisation challenges, environment, replacing significant infrastructure and food waste.

Discussion considered the Coronation budget, Transformation and income generating projects, Capital programme, Cost of Living budget allocation and Reserve limits.

The Group discussed the financial implications on the budget following the deferring of the Local Plan. It was considered that any subsequent work undertaken after the Government guidance was issued should not have a huge cost implication, however the Director of Resources would liaise with Planning to gain clarity and revise the budget if necessary.

The Head of Finance and Performance updated the Group on recent Government Grants the Council had received.

Information was provided and views sought from the Group on the proposed Local Authority Housing Fund for 2022-23 and 2023-24.

In late December 2022, the Department of Levelling Up, Housing and Communities (DLUHC) announced a £500m scheme to support authorities who are helping with providing accommodation to families fleeing conflict in Ukraine and Afghanistan. The Council was proposing to accept the allocation of £2.656m from Government and add £3.21m of its own funding to provide 14 standard and 2 larger homes by 30 November 2023 deadline.

The group were generally supportive of the proposal however raised concerns at finding the right properties at the right prices within the tight timeframe. It was agreed that recommendations would be taken to Cabinet and Council and further information would be considered at a future PDAG.

17 **2023/24 COUNCIL TAX REDUCTION SCHEME AND HOUSING BENEFIT MODIFIED SCHEME**

The Director of Resources updated the Group on the 2023/24 Council Tax Reduction Scheme and Housing Benefit Modified Scheme.

The Group were reminded that the Council Tax Reduction Scheme provides financial support to residents on low incomes and provides a means-tested discount to reduce their Council Tax payments.

West Sussex County Council and Sussex Police had been consulted on increasing the amount of cost for the Council Tax Reduction Scheme, however due to significant budget pressures and a proportionately higher share of the cost than Horsham District Council they were not in favour of this.

It was therefore recommended for 2023/24 there would be no changes currently to the existing scheme.

The Council also provides a local housing benefit modified scheme which disregards war disablement and war widow pensions from housing benefit calculations and this is also reviewed every year. Recent work on the scheme showed it remained affordable for Horsham District Council and provided a good level of support to those less well-off residents.

The Group agreed that both schemes should be considered at Cabinet without any changes for 2023/24.

18 **BUSINESS RATES DISCRETIONARY CHARITABLE RELIEF 2023/24**

The Director of Resources updated the group on Business Rates Charitable Relief for 2023/24. The group were reminded that last year the scheme changed to provide financial support to charitable and not for profit organisations by reducing their business rates by up to 100%. The Council subsidise their 80% entitlement of mandatory relief. It was proposed to the group there would be no change to the existing scheme for 2023/24. The PDAG unanimously agreed and this would be recommended to Cabinet in January and Council in February.

19 **PARKING: RE-PROCUREMENT OF THE ANPR SYSTEM**

The current parking contract for the Automated Number Plate Recognition (ANPR) system requires renewal later in the year. A procurement process will be undertaken to update specifications, build in improvements and offer a better service at a similar cost. Further updates will be provided at future PDAGs.

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

The forward plan extract was noted. The Budget would be considered at Cabinet in January and Council in February.

The meeting closed at 6.48 pm having commenced at 5.30 pm

CHAIRMAN

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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 may also include 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) 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

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What is a Key Decision?

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

- (i) to involve expenditure or savings of £250,000 or more as well as otherwise being 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 and Date of Policy Development Advisory Group for consultation	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)
3.	Transformation Fund 2023-24	Cabinet	8 Jun 2023	Open	Head of Finance & Performance (sam.wilson@horsham.gov.uk) Cabinet Member for Finance and Assets (Councillor Paul Clarke)
4.	Pay Policy Statement - Financial Year 2023/24	Council	21 Jun 2023	Open	Head of HR & OD (robert.laban@horsham.gov.uk) Leader of the Council (Councillor Claire Vickers)
	Budget & Medium-Term Financial Strategy Update	Cabinet Council	23 Nov 2023 13 Dec 2023	Open	Director of Resources (dominic.bradley@horsham.gov.uk) Cabinet Member for Finance and Assets (Councillor Paul Clarke)

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