

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

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	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.	Electoral Print Tender	Cabinet	25 Jan 2024	Part exempt	Electoral Registration Officer (jane.eaton@horsham.gov.uk) Cabinet Member for Finance and Resources (Councillor Mark Baynham)
2.	2024/25 Budget and Medium-Term Financial Strategy to 2029/30	Cabinet Council	25 Jan 2024 21 Feb 2024	Open	Head of Finance & Performance (samantha.wilson@horsham.gov.uk) Cabinet Member for Finance and Resources (Councillor Mark Baynham)
3.	2024/25 Council Tax Reduction Scheme and Housing Benefit Modified Scheme	Cabinet Council	25 Jan 2024 21 Feb 2024	Open	Director of Resources (dominic.bradley@horsham.gov.uk) Cabinet Member for Finance and Resources (Councillor Mark Baynham)

	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)
4.	2024/25 Business Rates Discretionary Charitable Relief	Cabinet Council	25 Jan 2024 21 Feb 2024	Open	Director of Resources (dominic.bradley@horsham.gov.uk) Cabinet Member for Finance and Resources (Councillor Mark Baynham)
5.	Council Tax Premiums	Cabinet Council	25 Jan 2024 21 Feb 2024	Open	Director of Resources (dominic.bradley@horsham.gov.uk) Cabinet Member for Finance and Resources (Councillor Mark Baynham)
6.	Planning Skills Delivery Fund – Approval of Budget	Cabinet Council	25 Jan 2024 21 Feb 2024	Open	Head of Strategic Planning (catherine.howe@horsham.gov.uk) Deputy Leader and Cabinet Member for Planning and Infrastructure (Councillor John Milne)

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7.	West Chiltington Lanes Conservation Area	Cabinet	25 Jan 2024	Open	Head of Strategic Planning (catherine.howe@horsham.gov.uk) Deputy Leader and Cabinet Member for Planning and Infrastructure (Councillor John Milne)
8.	Climate Action Strategy	Cabinet	25 Jan 2024	Open	Director of Communities (paul.anderson@horsham.gov.uk) Cabinet Member for Climate Action and Nature Recovery (Councillor Colette Blackburn)
9.	Annual Plan 2024/25	Cabinet Council	25 Jan 2024 21 Feb 2024	Open	Chief Executive (jane.eaton@horsham.gov.uk) Leader of the Council (Councillor Martin Boffey)

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10.	Capitol Theatre Refurbishment	Cabinet Council	25 Jan 2024 21 Feb 2024	Open	Director of Communities (paul.anderson@horsham.gov.uk) Cabinet Member for Leisure, Culture and Green Spaces (Councillor Jon Olson)
11.	Council Tax Resolution 2024/25	Council	21 Feb 2024	Open	Director of Resources (dominic.bradley@horsham.gov.uk) Cabinet Member for Finance and Resources (Councillor Mark Baynham)
12.	Cleaning Services Contract	Cabinet	21 Mar 2024	Open	Director of Place (barbara.childs@horsham.gov.uk) Cabinet Member for Local Economy and Place (Councillor Ruth Fletcher)

	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)
13.	HDC/CBC/MSDC/MVDC Print Dynamic Purchasing System (DPS) 2024 Setup	Cabinet	6 Jun 2024	Part exempt	Director of Resources (dominic.bradley@horsham.gov.uk) Cabinet Member for Finance and Resources (Councillor Mark Baynham)