

**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](http://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](mailto:committeeservices@horsham.gov.uk)

Tel: 01403 215123

Published on 01 September 2023

**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.

	<b>Subject and Date of Policy Development Advisory Group for consultation</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>Household Support Fund Grant</b>	Council  Council	6 Sep 2023  6 Sep 2023	Open	Director of Communities (paul.anderson@horsham.gov.uk)  Cabinet Member for Housing, Communities and Wellbeing (Councillor Sam Raby)
2.	<b>Council Plan 2023-27, Annual Plan 2023/24 and their resourcing</b>	Cabinet  Council	28 Sep 2023  11 Oct 2023	Open	Chief Executive (jane.eaton@horsham.gov.uk)  Leader of the Council (Councillor Martin Boffey)
3.	<b>Conservation Area Assessment and Designations; Horsham (Park Terrace Gardens)</b>	Cabinet	28 Sep 2023	Open	Head of Strategic Planning (catherine.howe@horsham.gov.uk)  Deputy Leader and Cabinet Member for Planning and Infrastructure (Councillor John Milne)
4.	<b>Horsham District Council - Local Development Scheme</b>	Cabinet  Council	28 Sep 2023  11 Oct 2023	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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5.	<b>Electricity and Gas Procurement Contract</b>	Cabinet	28 Sep 2023	Open	Director of Place (barbara.childs@horsham.gov.uk)  Cabinet Member for Local Economy and Place (Councillor Ruth Fletcher)
6.	<b>Cleaning Services Contract</b>	Cabinet	28 Sep 2023	Open	Director of Place (barbara.childs@horsham.gov.uk)  Cabinet Member for Local Economy and Place (Councillor Ruth Fletcher)
7.	<b>Parking Services Business and Charity Discount Policy</b>	Cabinet	28 Sep 2023	Open	Parking Manager (Rob.Leet@horsham.gov.uk)  Cabinet Member for Finance and Resources (Councillor Mark Baynham)
8.	<b>ANPR Procurement Bid</b>	Cabinet	28 Sep 2023	Part exempt	Parking Manager (Rob.Leet@horsham.gov.uk)  Cabinet Member for Finance and Resources (Councillor Mark Baynham)
9.	<b>Supply of Tyres and associated Parts &amp; Services for Horsham District Council &amp; Crawley Borough Council</b>	Cabinet	28 Sep 2023	Part exempt	Director of Communities (paul.anderson@horsham.gov.uk)  Cabinet Member for Environmental Health, Recycling and Waste (Councillor Jay Mercer)

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10.	<b>Shared Procurement Service - Joint Procurement Strategy 2024 - 2030</b>	Cabinet	28 Sep 2023	Open	Director of Resources (dominic.bradley@horsham.gov.uk)  Cabinet Member for Finance and Resources (Councillor Mark Baynham)
11.	<b>Horsham Business Improvement District (BID) Proposal</b>	Cabinet	28 Sep 2023	Open	Director of Place (barbara.childs@horsham.gov.uk)  Cabinet Member for Local Economy and Place (Councillor Ruth Fletcher)
12.	<b>Possible Purchase of Site C</b>	Cabinet  Council	28 Sep 2023  11 Oct 2023	Part exempt	Director of Communities (paul.anderson@horsham.gov.uk)  Cabinet Member for Climate Action and Nature Recovery (Councillor Colette Blackburn)
13.	<b>Update of the Council's Financial Position in 2023/24 and Medium-Term Financial Strategy update 2024/25 to 2027/28</b>	Cabinet  Council	23 Nov 2023  13 Dec 2023	Open	Head of Finance & Performance (samantha.wilson@horsham.gov.uk)  Cabinet Member for Finance and Resources (Councillor Mark Baynham)

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14.	<b>Electoral Print Tender</b>	Cabinet	23 Nov 2023	Part exempt	Electoral Registration Officer (jane.eaton@horsham.gov.uk)  Cabinet Member for Finance and Resources (Councillor Mark Baynham)
15.	<b>Review of Polling Districts and Polling Places</b>	Council	13 Dec 2023	Open	Returning Officer (jane.eaton@horsham.gov.uk)  Leader of the Council (Councillor Martin Boffey)