

COUNCIL
11 October 2023
CABINET RECOMMENDATIONS

Recommendations to Council Made at the Cabinet meeting held on 28 September

(a) The Council Plan 2023-27, the Annual Plan 2023-24 and their resourcing

Each Council sets a key policy plan near the beginning of its term of office outlining its priorities for the next four years. This plan meets the political ambitions of this administration as well as the communities' needs. Details for the Council Plan, as set out in appendix 1 of the report, come under four headings: supporting people and communities; inspiring greener futures; building a thriving local economy; and always listening, learning and improving. This Council Plan will inform the Council's policy framework until 2027.

The Annual Plan, set out in appendix 2 of the report, includes the main projects and workstreams the Cabinet wishes to focus on for the first year. There are two service areas, Property and Project Management, where the current staffing requirement is holding up progress on existing projects and will delay the start of new projects in the Annual Plan. Cabinet therefore recommends two new posts to help resolve this problem and asks Council to fund these posts.

RECOMMENDED TO COUNCIL

- (i) To adopt both plans as approved.
- (ii) To add £48,010 expenditure for the two new posts, outlined in section 3 of the Cabinet report, to the budget for 2023/24.

REASON

- (i) The Council must have a policy framework on which to base its decisions. The Council Plan and Annual Plan are the core documents of this framework. Page 15 Agenda Item 6.
- (ii) The Council needs enough staff in project management and property to progress the current year's capital programme and new projects in the Annual Plan.

(b) Conservation Area Assessment and Designations: Horsham (Park Terrace Gardens)

In July 2022, Cabinet agreed to undertake public consultation regarding the proposed designation of a new Conservation Area for the Park Terrace Gardens Conservation Area (Horsham).

A public consultation exercise was held between 1 September – 6 October 2022, and 13 October – 10 November 2022 inviting comments on the designation of the proposed Park Terrace Gardens Conservation Area, and its Appraisal and Management Plan. There was further informal consultation during the summer of 2023.

The Cabinet report sets out key issues raised by respondents to the draft Conservation Area Appraisal during the consultation period, and the recommended responses to the comments.

RECOMMEND TO COUNCIL

- (i) To approve the designation of Park Terrace Gardens, (as shown on the Conservation Area designation map (Map 1) included in the Cabinet report) as a conservation area.
- (ii) To approve and adopt the Conservation Area Appraisal and Management Plan for Park Terrace Gardens as set out in Appendix 2.
- (iii) To delegate authority to the Cabinet Member for Planning & Infrastructure to approve minor changes prior to final publication of the Conservation Area designation map and Conservation Area Appraisal and Management Plan.

REASON

- (i) To formally designate the new conservation area boundary.
- (ii) To provide updated conservation area guidance for residents, occupiers, developers and Members in determining applications.
- (iii) To give the Cabinet Member for Planning and Infrastructure delegated authority to approve minor changes to the Conservation Area designation map and Conservation Appraisal and Management Plan, without the need for it to be referred back to Cabinet.

(c) Supply of Tyres and associated Parts & Services for Horsham District Council & Crawley Borough Council

This Council is acting as the Lead Authority to undertake a procurement process for the supply and fitting of tyres for all Council vehicles, in collaboration with Crawley Borough Council. The procurement exercise went out as one collaborative tender with two contracts that will be awarded separately. The contract will commence on 1 November 2023 for a specified term following a robust procurement process.

Cabinet resolved to award the contact to the highest scoring bidder and delegate authority to the Director of Resources and the Head of Legal & Democratic Services to enter into the contract for the supply and fit of tyres.

RECOMMENDED TO COUNCIL

To increase the recycling and waste tyre budget in 2023/24 by £6,600 to cover the expected higher costs under the new contract.

REASON

Full Council must approve budget changes.

(d) Disabled Facilities Grant - approval of budget and grant allocation

The Council received notification of a £122,495 grant on 7 September 2023. This is part of an additional national top up of £50m for the Disabled Facilities Grant for 2023-24 funded through the Department of Health and Social Care.

Disabled Facilities Grant is capital funding for the provision of home adaptations to help eligible older and disabled people to live as independently and safely as possible in their homes. They can also help to deal with access issues, enable rapid discharge of people from hospital, or prevent admission to hospital or residential care.

Subject to Council approval of receipt of the grant and the resulting increase to the budget, Cabinet agreed to delegate authority to the Head of Environmental Health & Licensing to allocate the grant to eligible applicants in accordance with the District and County Council policies.

RECOMMENDED TO COUNCIL

- (i) To approve the receipt of the 2023/2024 Disabled Facilities Grant in the sum of £122,495.
- (ii) To approve an increase in the 2023/2024 capital programme budget to include the additional £122,495 Disabled Facilities Grant.

REASON

- (i) Increasing the capital budget will allow the Council to receive and spend the disabled facilities grant offered by Department for Levelling Up, Housing & Communities. This will fund the provision of home adaptations to help eligible older and disabled people to live as independently and safely as possible in their homes.
- (ii) Full Council must approve increases to budgets.
- (iii) Cabinet approval is required to (i) allocate the grant funds, and, (ii) delegate authority to the relevant officer to administer grant applications in line with existing policy. The allocation of grant funds constitutes a key decision given the allocation of the grant fund pot could significantly affect the lives of people residing in the district.