

## Crawley Borough Council

### Overview and Scrutiny Commission

Agenda for the **Overview and Scrutiny Commission** which will be held in **Committee Room A & B - Town Hall**, on **Monday, 4 June 2018** at **7.00 pm**

Nightline Telephone No. 07881 500 227



**Head of Legal and Democratic Services**

Membership:  
Councillors

C A Cheshire (Chair), T G Belben (Vice-Chair), M L Ayling,  
R G Burgess, D Crow, F Guidera, I T Irvine, R A Lanzer, S Malik,  
A Pendlington, M W Pickett, K Sudan and L Willcock

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The order of business may change at the Chair's discretion

## Part A Business (Open to the Public)

	Pages
<b>1. Apologies for Absence</b>	
<b>2. Disclosures of Interest and Whipping Declarations</b>	
In accordance with the Council's Code of Conduct, Councillors of the Council are reminded that it is a requirement to declare interests where appropriate.	
Councillors must also declare if they are subject to their party group whip in relation to any items under consideration.	
<b>3. Minutes</b>	5 - 10
To approve as a correct record the minutes of the Overview and Scrutiny Commission held on 19 March 2018.	
<b>4. Public Question Time</b>	
To answer any questions or hear brief statements from the public which are relevant to the items on this agenda. The period will end after <b>15 minutes</b> or later at the Chair's discretion.	
<b>5. Broadfield Residents Parking Petition - To have more grass verges for parking at Halley Close, Eddington Hill, Broadfield</b>	11 - 14
To consider report HCS/06 of the Head of Community Services.	
<b>6. Proposed War Memorial - Current Status</b>	
To receive a very brief verbal update from the Head of Community Services.	
<b>7. Chief Executive Discussion</b>	
Natalie Brahma-Pearl has been invited to attend the Commission for a general discussion on her role and responsibilities as Chief Executive.	
<b>8. Transformation Plan and Future Operations</b>	
To receive an update from the Chief Executive on the Transformation Plan.	
<b>9. Establishment of and Appointments to the Scrutiny Panels for 2018-2019</b>	
The Commission is asked to ratify the following appointments, which were submitted to Annual Council on 18 May 2018:	

### **Review of Outside Bodies and Organisations Scrutiny Panel**

#### **The Commission is RECOMMENDED:**

To confirm the continued establishment of the Scrutiny Panel, with the membership of Councillors M L Ayling, R G Burgess, C A Cheshire, R Fiveash, A Pendlington, with Councillor C A Cheshire as Chair.

### **Social Mobility Scrutiny Panel**

#### **The Commission is RECOMMENDED:**

To confirm the continued establishment of the Scrutiny Panel, with the membership of Councillors T G Belben, R Fiveash, I T Irvine, K L Jaggard, M Pickett, K Sudan, L Vitler, with Councillor K Sudan as Chair.

## **10. Appointments**

The Commission is asked to ratify the following appointments, which were submitted to Annual Council on 18 May 2018:

### **West Sussex Health and Adult Social Care Select Committee (HASC)**

To be decided by OSC

### **West Sussex Joint Scrutiny Steering Group (JSSG) – Chair of OSC**

Cllr C A Cheshire

## **11. Scrutiny Review Workshop**

The OSC Review Workshop originally planned for Tuesday 12 June 2018 has been rescheduled for Monday 3 September 2018 at 6.00pm.

(The Overview and Scrutiny Commission on Monday 3 September will commence at 7.30pm).

## **12. Forward Plan - and Provisional List of Reports for the Commission's following Meetings**

To consider any requests for [future items](#) to be referred to the Commission.

## **13. Supplemental Agenda**

Any urgent item(s) complying with Section 100(B) of the Local Government Act 1972.

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## Crawley Borough Council

### Minutes of Overview and Scrutiny Commission

Monday, 19 March 2018 at 7.00 pm

#### Councillors Present:

B A Smith (Chair)

T G Belben (Vice-Chair)

M L Ayling, C A Cheshire, I T Irvine, K L Jaggard, R A Lanzer, T Lunnon, T Rana, K Sudan and L Vitler

#### Also in Attendance:

Councillors R D Burrett and P C Smith

#### Officers Present:

Heather Girling	Democratic Services Officer
Hannah Martin	Performance, Policy and Project Officer
Chris Modder	Private Sector Housing Manager
Graham Rowe	Partnership Services Manager
Patricia Salami	Three Bridges Programme Manager
Clem Smith	Head of Economic & Environmental Services

#### Apologies for Absence:

Councillors R G Burgess and A Pendlington

Natalie Brahma-Pearl      Chief Executive

#### 1. Disclosures of Interest and Whipping Declarations

The following disclosures were made:

Councillor	Item and Minute	Type and Nature of Disclosure
Councillor R D Burrett	Three Bridges Station Improvement Scheme (Minute 5)	Personal Interest – Member of WSCC
Councillor R A Lanzer	Three Bridges Station Improvement Scheme (Minute 5)	Personal Interest – Member of WSCC

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Overview and Scrutiny Commission (33)  
19 March 2018

Councillor  
B A Smith  
Three Bridges Station  
Improvement Scheme  
(Minute 5)

Personal Interest –  
Member of WSCC

Councillor  
P Smith  
Three Bridges Station  
Improvement Scheme  
(Minute 5)

Personal Interest –  
A Local Authority Director of the  
Manor Royal Business  
Improvement District.

## 2. Minutes

The minutes of the meeting of the Commission held on [5 February 2018](#) were approved as a correct record and signed by the Chair.

## 3. Public Question Time

No questions from the public were asked.

## 4. Banning Orders and the Database of Rogue Landlords and Property Agents - The Housing and Planning Act 2016

The Commission considered report [SHAP/73](#) of the Head of Strategic Housing and Planning Services with the Private Sector Housing Manager and the Performance, Policy and Project Officer. Legislation would come into force in April 2018 enabling local authorities to pursue banning orders for a number of specified offences under the Housing Act 2004. Also coming into force at the time were powers and duties on local authorities to include persons on a nationally held database of rogue landlords and property agents. The report sought approval to use banning orders and make entries onto the database as laid out in the Housing and Planning Act 2016 as a tool to assist the Council in improving standards within the private rented sector.

Members had the following comments:

- Acknowledgement that the legislation enabled local authorities to pursue banning orders for a number of specific housing related offences.
- Confirmation provided on the provision to empower local authorities to apply to the First-tier Tribunal to impose banning orders and to make entries onto a database of rogue landlords and property agents. Clarity with regards to the Tribunal configuration and its use was also provided.
- Recognition that the database could be used for cross-referencing of additional records and licences.
- Support for the scheme as it provided an opportunity to increase standards in the private landlord sector which also contributed to housing within the town.
- It was felt that consideration for a register of “non-rogue” landlords may prove beneficial as these would be compliant with legislation.
- The proposed legislation was deemed positive for private sector tenants although concern was raised that some may feel anxious about reporting any rogue landlords. When taking into account when deciding whether to apply for a banning order it would be important to address the likely effect of the banning order on the person and anyone who may be affected by the order.

### RESOLVED

That the Commission supported the recommendations to the Cabinet.

## 5. Three Bridges Station Improvement Scheme

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The Commission considered report [PES/280](#) of the Head of Economic and Environmental Services. The report presented proposals for a range of improvements at Three Bridges Station as part of the Crawley Growth Programme. It sought Cabinet approval to commence the utilisation funding previously allocated from the Council's capital programme to the Station improvement scheme, as part of the Crawley Growth programme, so that the next detailed design phase of the scheme could be implemented and achieved.

During the discussion with the Cabinet Member for Planning and Economic Development, Head of Planning and Environmental Services and the Three Bridges Programme Manager, Members made the following comments:

- Support for the partnership working within the project was welcomed.
- Emphasis was placed on analysing the benefits of both the elimination and the preservation of the 'right turn' when completing the traffic assessment.
- Acknowledgement that the detailed design was still to be completed and traffic modelling would be critical. It was highlighted that the MOVA traffic light replacement was not part of the station improvement scheme but complemented the work.
- Concerns raised regarding the potentially 'rat-running' through nearby roads as a result of the closure of the right-turn facility from the station onto Haslett Avenue East. It would be beneficial to analyse the traffic flow data for these streets. The complexities of the project were recognised and a joined up approach to support the scheme and traffic calming were welcomed.
- Recognition of the risks associated with the project as highlighted within the report.
- Support for the addition of the Eastern Access point along Station Hill, although concern was also raised with regards to potential traffic issues and the need to maintain traffic flow along this busy road.
- Recognition that the project had attempted to address and balance access for all users.

## **RESOLVED**

That the Commission supported the recommendations to the Cabinet. The Chair took the opportunity to thank the officers for their attendance and contribution towards the project.

## **6. Exempt Information – Exclusion of the Public**

### **RESOLVED**

That in accordance with Section 100A(4) of the Local Government Act 1972, the public be excluded from the meeting for the following item of business on the grounds that it involve the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Act by virtue of the paragraph specified against the item.

## **7. Crawley Leisure Management Contract**

The Commission considered report HPS/12 of the Head of Partnership Services with the Partnership Services Manager. The report sought approval of the final contractual requirements for the leisure management contract in order that the final tender documentation could be issued.

Members had the following comments:

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Overview and Scrutiny Commission (35)  
19 March 2018

- Recognition that the contract comes to an end in November 2018 and it was important to address the Council's priority requirements which included to improve community and sporting facilities within the town, whilst addressing health and wellbeing.
- Confirmation of the procurement process was provided, along with the various recommendations for the final tender stage.

## **RESOLVED**

That the Commission supported the recommendations to the Cabinet.

### **8. Re-Admission of the Public**

Following the end of the Part B item the meeting continued for consideration of business in public session.

### **9. Establishment of and Appointments to Scrutiny Panels**

#### **Review of Outside Bodies and Organisations Scrutiny Panel**

Councillor Cheshire as Chair of the Scrutiny Panel updated the Commission that the second meeting of the Panel would take place on 28 March 2018. Councillors were asked that any outstanding surveys in relation to outside organisations be completed prior to that date.

#### **Social Mobility Scrutiny Panel**

Nominations had been received for a Scrutiny Panel 'To investigate the state of social mobility within the borough', along with nominations for Chair for both Councillors T G Belben and K Sudan.

A vote was taken.

As a result of the vote, and in accordance with the Local Government and Housing Act 1989, the Commission confirmed the establishment of the 'Social Mobility Scrutiny Panel', with the membership of Councillors M L Ayling, T G Belben, R A Fiveash, I T Irvine, K L Jaggard, K Sudan and L Vitler with Councillor K Sudan as Chair.

### **10. Health and Adult Social Care Select Committee (HASC)**

An update was provided from the most recent HASC meeting held on 8 March. Key items of discussion included:

- Community Reablement Services – overview of the new service.
- Work of Sussex Partnership NHS Foundation Trust.

### **11. Forward Plan - and Provisional List of Reports for the Commission's following Meetings**

The Commission confirmed the following reports for referral:

4 June 2018

- Proposed War Memorial

25 June 2018



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19 March 2018

- District Heat Network
- Treasury Management Outturn 2017-2018

24 September 2018

- Budget Strategy 2018/20 – 2023/24

## **Closure of Meeting**

With the business of the Overview and Scrutiny Commission concluded, the Chair declared the meeting closed at 9.55pm

B A Smith  
**Chair**

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# Agenda Item 5

## Crawley Borough Council

### Report to Overview and Scrutiny Commission

4 June 2018

#### **Broadfield Residents Parking Petition – To have more grass verges for parking at Halley Close, Eddington Hill, Broadfield**

Report of the Head of Community Services, **HCS/06**

#### **1. Purpose**

- 1.1 In response to a petition submitted to the Council in March 2018, this report will provide evidence in response to a petition about Residents' parking concerns in Broadfield, which requested grass verges be removed and more car spaces be allocated at Halley Close, Eddington Hill, Broadfield. The petition documented the concerns and issues with the current parking situation in the area.

#### **2. Recommendations**

- 2.1 To the Overview and Scrutiny Commission:

That the Commission notes the report and in line with the Council's petition scheme (page 431 of the Constitution) decide what comments, if any, it wishes to submit to the Cabinet Member for Environmental Services and Sustainability for a decision and response to the Principal Petitioner.

The key areas for consideration and recommendation are:

- To enable creation of additional parking spaces in Halley Close, green amenity open space would be permanently removed from the area, including a significant number of mature trees being felled, and potentially the children's playground removed.
- The options proposed within the petition are costly, approximately in the region of £700,000-£800,000.
- WSCC are currently undertaking a Road Space Audit for Crawley and this Council is currently updating its sustainable transport plan.
- The Council will have further powers as a result of legislation coming into force on 1st October 2018 to extend the mandatory licensing of houses in multiple occupation (HMOs) under the Housing Act 2004 to include two storey HMOs with five or more occupants forming two or more households. However, parking is not a consideration for this licensing.

#### **3. Reasons for the Recommendations**

- 3.1 The recommendations follow the procedure for petitions as detailed in Part 5 of the Council's Constitution.

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- 3.2 The area would need extensive modification for the grass verges to be removed and for more parking spaces to be allocated. There is no provision in the Council's capital or revenue budgets for this alteration to take place. The potential outcome of the West Sussex Road Space Audit together with further work through the Council's transport plan may assist in alleviating some of the issues experienced by some of the residents in the future.

## 4. Background

- 4.1 The petition requests that the grass verges in Halley Close be considered for removal and replaced with additional parking spaces. It was felt that this would improve the parking issues documented in the petition, particularly at peak times.

## 5. Description of Issue to be resolved

- 5.1 In addition to the lack of available parking spaces particularly after 4pm, and the problems that this causes, the principal petitioner has raised the following concerns:
- 5.1.1 An increase in the number of HMOs in the local area has increased the demand for parking spaces.
- 5.1.2 Cars are being damaged.
- 5.1.3 Cars are being parked permanently and illegally.
- 5.1.4 Commercial vehicles are being parked by residents and this is not allowed within residents deeds.
- 5.1.5 Further investigation required from the Council's Nuisance and Anti-Social Behaviour team (NASB).

## 6. Information & Analysis

- 6.1 The Head of Community Services has consulted with the Head of Crawley Homes, Head of Housing Strategic Services and Head of Partnership Services regarding the issues raised.
- 6.2 The Head of Community Services has assessed the land ownership and potential for creating more car parking spaces within Halley Close, Broadfield. The area would need to be significantly adapted for additional parking spaces to be incorporated (section 7 refers).
- 6.3 The Head of Strategic Housing and Planning Services has confirmed that there are no registered HMOs within Halley Close, however the Council is aware of two in neighbouring roads. There are a total of 41 HMOs identified in Broadfield. The Council is the licensing authority, however it has no control of the number of HMOs in an area. They need to satisfy licensing conditions in terms of health and safety, but this does not include parking. However, if a home were to be converted to a HMO, parking would be a consideration of the planning application.
- 6.4 Damage to cars on Crawley's roads should be reported to the police as the Council unfortunately has no powers to deal with these issues.
- 6.5 There are no parking restrictions in place for the parking bays in Halley Close, with the exception of disabled parking bays and emergency access, and therefore the

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Council has no powers to prevent cars from parking here. So long as cars are taxed and insured they are deemed to be parked legally.

- 6.6 There are some restrictions on parking commercial vehicles, as part of a covenant, when a Crawley Homes property is sold, however these are difficult to enforce.
- 6.7 The Head of Crawley Homes has verified that within Crawley, 78 cases of anti-social parking have been reported to the NASB team during the year 1/4/2017 to 31/3/2018. Broadfield neighbourhood is one of the hotspots for anti-social parking complaints, and there are three active cases within the area of the petition; Dampier Close, Murray Court and Jeans Court. However, as mentioned above, the Council has limited powers to deal with anti-social parking in these areas.
- 6.8 The grass verges within Halley Close form part of a green open space, owned by the Council that contains an unsupervised children's playground. Almost all of this open space is overshadowed by mature tree canopy. If this grassed open space were to be turned into parking spaces, it may be possible to achieve up to 70-80 additional spaces. Previous residential parking schemes have an average cost of £10,000 per parking space, partly due to the need to relocate underground services.
- 6.9 The Head of Partnership Services has established that West Sussex County Council are currently undertaking a Road Space Audit, which will include an assessment of parking demand and hotspots across Crawley, and this is due to report back in the summer.
- 6.10 Furthermore, the nearest bus stop exists on Creasys Drive West, 2 minutes' walk from Halley Close. The Council is currently updating its sustainable transport plan for Crawley to promote and encourage lower carbon alternatives to car use.



## 7. Implications

- 7.1 If the entire green open space within Halley Close were to be turned into parking bays, a significant number of mature trees would need to be felled, the children's playground removed (multi play unit) and the green amenity open space

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permanently lost from the area. Although many residents may be happy to replace grass verges with parking spaces, many residents are equally likely to want to retain their green open spaces. The play area at Halley's Close consists of multi equipment, surrounded by mature trees.



- 7.2 The estimated cost of providing 70-80 additional parking spaces, based on the average cost per parking space of £10,000, would be in the region of £700,000 to £800,000.

## 8. Background Papers

None

Report author and contact officer:  
Chris Harris, Head of Community Services (01293) 438420