

COUNCILLORS' INFORMATION BULLETIN

Tuesday, 12 December 2017

Bulletin No: IB/903

INFORMATION ITEM	Pages
1 Delegated Planning Decisions	3 - 4
Delegated planning decisions for the week beginning 4 December 2017 are attached. Contact for enquiries: Jean McPherson, Group Manager: Development Management on 01293 438577.	
2 Consideration Report: S106 Monies for Site of Former Ifield Community College, Lady Margaret Road, Ifield (Highway Works)	5 - 8
Consideration report PES/265 of the Head of Economic and Environmental Services is attached.	
3 Consideration Report: Calculation of the Council Tax Base for the Year 2018/2019	9 - 12
Consideration report FIN/430 of the Head of Finance, Revenues and Benefits is attached.	
4 Press Releases	
Press releases are available at www.crawley.gov.uk/news	



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CRAWLEY BOROUGH COUNCIL

DELEGATED PLANNING DECISIONS

The following decisions were issued, subject to conditions, under delegated powers for the period 04/12/2017 and 08/12/2017

Application Number	Location	Proposal	Date of Decision	Decision
CR/2017/0491/NCC	UNIT 3, ACORN RETAIL PARK, BETTS WAY, LANGLEY GREEN, CRAWLEY	Variation of condition 7 of planning permission CR/2014/0824/FUL to allow the unit to be used for retail sales with the exception of food and drink unless ancillary	4 December 2017	PERMIT
CR/2017/0624/FUL	36 SWIFT LANE, LANGLEY GREEN, CRAWLEY	Demolition of existing conservatory to the rear and the construction of a new rear extension	6 December 2017	PERMIT
CR/2017/0752/ADV	MANOR PLACE, MANOR ROYAL, NORTHGATE, CRAWLEY	Advertisement consent for the installation of 2no. illuminated oval logo signs, 2no. illuminated name/transit clip signs, 1no. illuminated entrance arch, 1no. illuminated entrance panel sign, 1no. illuminated totem sign, and 1no. illuminated pylon signs (amended description and amended plans received)	5 December 2017	CONSENT
CR/2017/0841/TPO	9 HEXHAM CLOSE, POUND HILL, CRAWLEY, RH10 7TZ	Oak O1 - reduce height and crown radius by 2 metres and thin by 10% (amended description). Scots Pine SP1 - reduce the two limbs with hazard beams on south side of crown to first outboard branches; reduce the two lowest branches on south side of crown overhanging road by approx. 2m to appropriate growth points; remove dead wood. Lime L1 - reduce approximately 3 metres to the previous pruning points	4 December 2017	CONSENT

Application Number	Location	Proposal	Date of Decision	Decision
CR/2017/0859/192	RED GABLES, CHURCH ROAD, POUND HILL, CRAWLEY	Certificate of lawfulness for two storey rear extension replacing existing single storey rear extension	5 December 2017	REFUSE
CR/2017/0863/192	FAIRVIEW COTTAGE, NEWLANDS ROAD, SOUTHGATE, CRAWLEY	Certificate of lawfulness for the erection of a single storey rear extension	5 December 2017	REFUSE
CR/2017/0872/192	18 SALEHURST ROAD, POUND HILL, CRAWLEY, RH10 7GL	Certificate of lawfulness for the erection of a single storey rear garden room to replace existing conservatory	6 December 2017	PERMIT
CR/2017/0916/192	168 HEATHFIELD, POUND HILL, CRAWLEY	Certificate of lawfulness for erection of a single storey rear extension	7 December 2017	PERMIT
CR/2017/0946/192	58 WINCHESTER ROAD, TILGATE, CRAWLEY, RH10 5HJ	Certificate of lawfulness for the erection of a single storey rear extension	6 December 2017	PERMIT

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Crawley Borough Council

Consideration Report for Delegated Decision by Leader

Expected Date of Decision 5th January 2018

S106 Monies for Site of Former Ifield Community College, Lady Margaret Road, Ifield (Highway Works)

Report of the Head of Economic & Environmental Services: **PES/265**

1. Purpose

1.1. This consideration report seeks Council Leader approval for the transfer of S106 Highways monies to West Sussex County Council, these monies have been received for the provision of Roundabout Works at Ifield Drive/ Ifield Avenue mini roundabout.

2. Recommendations

2.1. To the Leader: Approve the transfer of £229,597.59 of Section 106 monies, for Roundabout Works services, to West Sussex County Council.

3. Reason for Recommendations

3.1. Section 106 monies must be used for the purpose specified in the associated legal agreement. The monies that are being allocated in this report are specifically required to be allocated to roundabout works at Ifield Drive/ Ifield Avenue mini roundabout as set out in Roundabout Works Plan.

4. Background

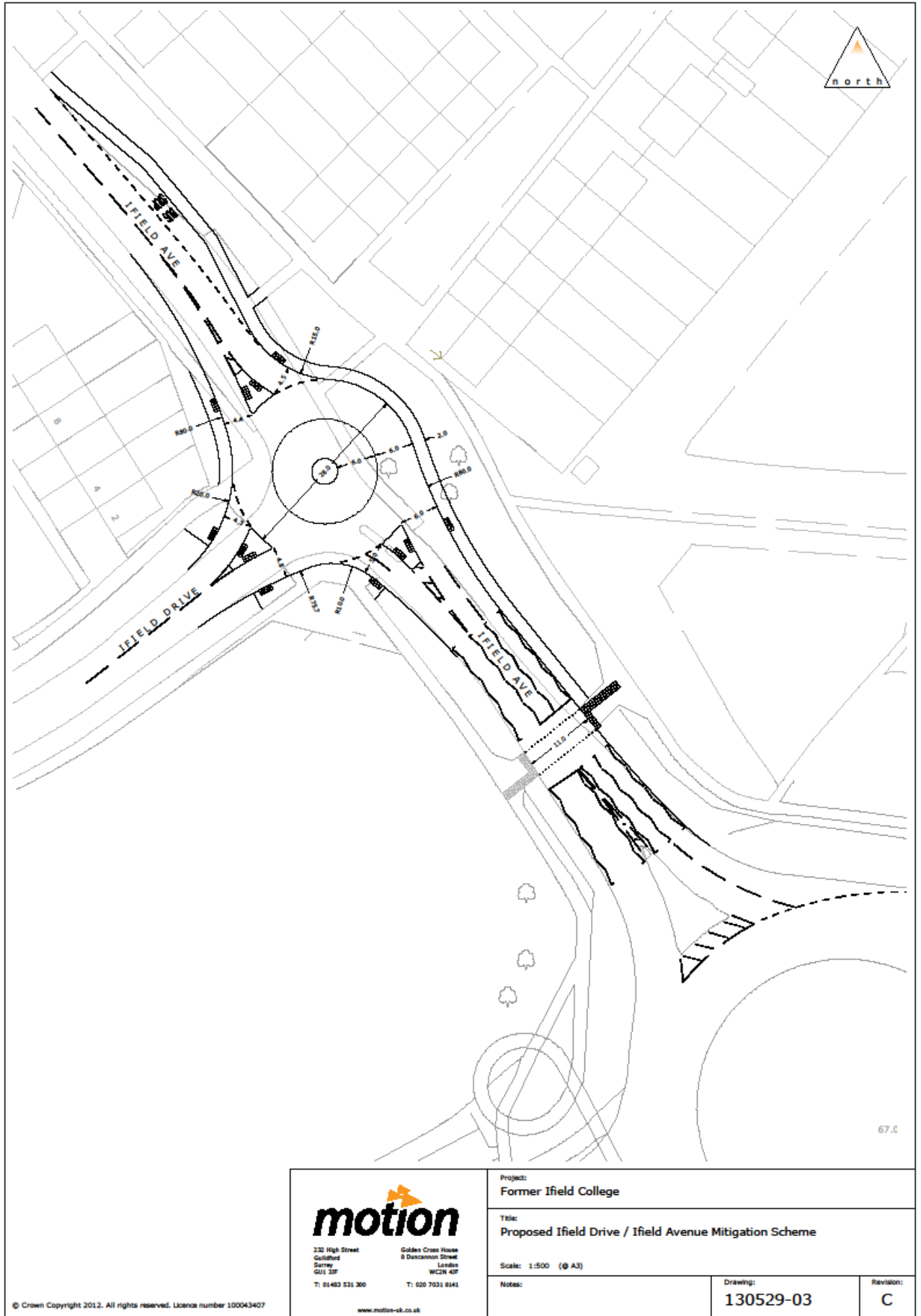
4.1. Monies for roundabout works at Ifield Drive/ Ifield Avenue mini roundabout has been received through Section 106 legal agreement connected to planning permissions for a residential development, for immediate onward transmission to the County Council.

5. Description of Issue to be resolved

5.1. The need carry out the roundabout works as set out in the S106 clause below and the accompanying works plan.

PLANNING REF	ADDRESS	VALUE	S106 Clause
CR/2015/0389/FUL	SITE OF FORMER IFIELD COMMUNITY COLLEGE, LADY MARGARET ROAD, IFIELD	£229,597.59	9.31 Prior to the occupation of the 50 th unit, pay the council, for immediate onward transmission to the county council, the roundabout contribution. The enlargement of the existing Ifield Drive/Ifield Avenue mini-roundabout to form a compact roundabout as shown for the purposes of identification only on the Roundabout Works Plan

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Project: Former Ifield College	
Title: Proposed Ifield Drive / Ifield Avenue Mitigation Scheme	
Scale: 1:500 (A3)	
Notes:	Revision: C
Drawing: 130529-03	

67.0

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5.2. This scheme is deemed an eligible use of S106 monies since it is in line with the legal agreement, presented above.

6. Information & Analysis Supporting Recommendation

6.1. WSCC as the Local Highway Works Authority identified where to allocate the S106 monies, taking into account the impact of the development.

7. Implications

Financial Implications

7.1. The monies being allocated have been received from one developer through an S106 agreement associated with residential development. The terms of the legal agreement require the monies to be spent on the specific provision of roundabout works at Ifield Drive/ Ifield Avenue mini roundabout. Therefore other uses for the monies cannot be considered. The monies are currently held by the Borough Council and will be transferred to WSCC.

Legal Implications

7.2. Planning obligations under Section 106 of the Town and Country Planning Act 1990 (as amended), commonly known as S106 agreements, are a mechanism which make a development proposal acceptable in planning terms. The legal agreement sets out the obligations which are appropriate to that development and must be complied with.

Other Implications

7.3. The monies will be spent by WSCC as stipulated in the S106 agreement. Therefore there are no other direct implications to the Borough Council in relation to the implementation of the schemes to which the monies are being allocated.

7.4. The Constitution states that the Leader has the authority to approve the transfer of S106 monies between £100,000 and £500,000 to West Sussex County Council which have been collected specifically for spend categories within the County Council's remit.

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Crawley Borough Council

Consideration Report for Delegated Decision by the Leader of the Council

Expected Date of Decision 20 December 2017

Calculation of the Council Tax Base for the Year 2018/2019

Report of the Head of Finance, Revenues and Benefits, **FIN/430**

1. Purpose

- 1.1 The purpose of this briefing note is for the Leader of the Council to exercise his delegated authority to approve the 2018/19 Council Tax Base.

2. Recommendations

- 2.1 To the Leader of the Council, you are requested to use your delegated authority to approve the Council Tax Base of 34,484.4.

3. Reasons for the Recommendations

- 3.1 The calculation required by statute has produced a tax base of 34,484.4 which is recommended for approval. The regulations provide that in the current year this authority must set the tax base between 1 December 2017 and 31 January 2018.

4. Background

- 4.1 The Council Tax in England and Wales is provided for and governed by the provisions of the Local Government Finance Act 1992. Within this act, the Council is designated as a "Billing Authority", responsible for the billing, collection and enforcement of Council Tax.
- 4.2 The Council Tax Base forms part of the process to set the tax, being an estimate of the number of residential properties that will be liable for the tax in the coming year. This is then divided into the budget requirement of each authority to determine the tax payable per property. The calculation to determine the tax base is updated each year to allow for new properties, demolitions and changes in discounts. Of the final tax base, approximately 99% relates to actual properties and discounts with the remaining 1% being the estimated changes.
- 4.3 The Local Government Finance Act 2012 provided billing authorities with powers to:
- vary certain Council Tax discounts
 - introduce a local council tax reduction scheme

DISCOUNTS

- 4.4 The Second Homes discount was reduced from 10% to zero from 1 April 2013.
- 4.5 The discount for Class A, empty properties undergoing major repair or structural alteration, was reduced from 100% to zero from 1 April 2013.

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- 4.6 A premium of 50% will be applied if such a property is still empty after 2 years.
- 4.7 The discount for Class C properties, empty and substantially unfurnished, is 100% for one week.
- 4.8 The family annex discount was introduced from 1 April 2014 and gives a 50% discount for people living in annexes that are related to person liable to pay the council tax in the main dwelling.
- 4.9 The Council has adopted a local council tax reduction scheme which replaced the national council tax benefit scheme from 1 April 2013.
- 4.10 The Council, as billing authority, is able to reduce the total Council Tax payable by individuals or groups of individuals. The purpose of this power is in the main to provide for disasters such as flooding to enable councils to reduce the tax liability of affected households during a given period. Authority to award such discounts has been delegated to the Head of Finance, Revenues and Benefits.

5. Information & Analysis Supporting Recommendation

CALCULATION OF THE TAX BASE

- 5.1 All residential properties are valued by the District Valuer and allocated to one of 8 bands, A to H. In order to arrive at the Council Tax payable for the year the number of properties is adjusted to a Band D equivalent for comparative purposes across the country, e.g. one Band H property pays twice the amount of a Band D and is therefore counted as two Band D equivalent properties. Having arrived at the Band D equivalent, this is divided into the amount of income required by the council to arrive at the amount payable for a Band D Council Tax. All other bands are then calculated from this.
- 6.2 The valuation list dated 11 September 2017 has been used, as well as other information dated 2 October 2017 with regards to allowances for additional properties, deletions and alterations to the list.
- 6.3 The Council Tax Base is the total number of Band D equivalents for each of the 8 valuation bands. Detailed calculations for each of the bands are set out in the Appendix to this briefing note.
- 6.3 Finally, it is necessary for the authority to take a view of the potential amount of Council Tax that could be collected and to make allowance for the possibility of bad debts. This is achieved by reducing the Gross Tax Base by a percentage that reflects the potential value of non-collection. It is proposed that for 2018/2019 the provision for bad debts be set at 0.5% (2017/2018: 0.5%).

COMPARISON WITH CURRENT YEAR

- 6.4 The Council Tax base has increased by 590.9 Band D equivalents as explained in Table One below.

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Table One

	2018/19 Band D equiv.	2017/18 Band D equiv.	Net Change
Actual per valuation list	42,463.9	42,032.2	+431.7
Estimated new properties	393.0	357.0	+36.0
Known Demolition	-	-	-
Estimated banding appeals	-10.5	-1.4	-9.1
Estimated exempt properties	-311.1	-282.9	-28.2
Estimated disabled reductions	-24.4	-24.1	-0.3
Estimated 25% discounts	-3,047.0	-3,042.4	-4.6
Estimated 50% discounts	-27.4	-26.8	-0.6
Estimated 100% discounts	-34.7	-32.1	-2.6
50% premium on homes empty for 2+ years	8.4	10.4	-2.0
Family Annexe discount	-2.0	-1.6	-0.4
Council tax reduction scheme	-4,750.5	-4,924.5	+174.0
Provision for non-collection	-173.3	-170.3	-3.0
Tax base	34,484.4	33,893.5	+590.9

6. Implications

- 7.1 The Council Tax Base will increase the tax yield by £114,658.23 at the current band D charge of £194.04.

7. Background Papers

Local Government Finance Act 1992

Local Government Finance Act 2012

[Local Council Tax Reduction Scheme, Cabinet – 28 November 2012 \(FIN/286 refers\)](#)

[Review of the Council Tax Reduction Scheme, Cabinet – 30 November 2016 \(FIN/399 refers\)](#)

COUNCIL TAX BASE CALCULATION 2018/2019

	DIS. A	BAND								BUDGET	PREVIOUS
	A	B	C	D	E	F	G	H	2018/19	YEAR 2017/18	
1. Total number of Properties Liable to Council Tax											
(a) Actual Number per Valuation List	1157	6,972	21,507	8,580	3,754	2,214	461	9	44,654	44,151	
(b) Estimated No of New Properties	34	149	100	118	22	12	2	0	437	414	
Known demolitions									0	0	
(c) Estimated No of Rebandings											
- Move from Band	0	-1	-3	-11	-29	-5	-6	0	-55	-52	
- Move to Band	1	3	11	29	5	6	0	0	55	52	
(d) Properties with Disabled Reduction											
- Move from Band	0	-5	-71	-37	-30	-12	-7	-3	-165	-162	
- Move to Band	5	71	37	30	12	7	3		165	162	
(e) Exempt Properties	-25	-63	-124	-58	-31	-18	-6	0	-325	-296	
- Estimate for new properties	-1	-1	-1	-1	0	0	0	0	-4	-4	
Number of Chargeable Properties	1171	7125	21456	8650	3703	2204	447	6	44,762	44,265	
2. Properties Receiving Discounts/Premiums											
- 25% Discount due to single adult household	685	3850	5772	1834	631	306	56	1	13,135	13,086	
- Estimate for new properties	20	82	27	25	4	2	0	0	160	180	
-25% Discount due to all but one resident being exempt	5	35	193	65	29	17	0	0	344	341	
- Estimate for new properties	0	1	1	1	0	0	0	0	3	2	
- Other Discounts											
Empty properties 100% discount	3	9	13	9	3	1	0	0	38	37	
- Estimate for new properties	0	0	0	0	0	0	0	0	0	0	
Empty properties 50% discount	0	1	0	0	0	0	0	0	1	2	
- Estimate for new properties	0	0	0	0	0	0	0	0	0	0	
All residents being disregarded for Council Tax purposes 50%	1	3	9	7	7	7	8	2	44	42	
- Estimate for new properties	0	0	0	0	0	0	0	0	0	0	
Long Term Empties 50% premium	3	3	8	2	0	1	0	1	18	21	
3. Number of Properties Receiving no Discounts	454	3141	15433	6707	3029	1870	383	2	31,019	30,554	
4. Family Annexe discount	0	-2.6	0	0	0	0	0	0			
5. Council Tax Reduction Scheme	-279.7	-1,734.2	-2,851.1	-557.8	-73.9	-20.2	-2.2	-			
6. Tax Base Before Tax Weighting Adjustment	711.81	4,386.69	17,093.14	7,599.43	3,456.61	2,098.56	426.84	5.25	35,778	35,107	
7. Tax Weighting	5/9	6/9	7/9	8/9	9/9	11/9	13/9	15/9	18/9		
8. Band D Equivalent	474.54	3,411.87	15,193.90	7,599.43	4,224.74	3,031.26	711.41	10.50	34,657.6	34,063.8	
LESS : PROVISION FOR NON-COLLECTION								0.50%	-173.29	-170.32	
COUNCIL TAX BASE FOR THE YEAR 2018/2019									34,484.4	33,893.5	

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Authorised by Head of Finance, Revenues and Benefits	
.....	Signature
.....	Date