

## **Forward Plan 1 January 2018**

### **CALCULATION OF COUNCIL TAX BASE – FOR THE PURPOSES OF SETTING THE LEVEL OF COUNCIL TAX FOR THE YEAR 2018/19**

The method of calculation is prescribed by statute. The briefing paper will show the number of properties within each council tax band, the number receiving discounts and how this is equated to a band D equivalent number of properties.

#### **Type of Decision:**

Key

**Consultation Arrangements: NA**

**Date considered by Overview & Scrutiny Commission: NA**

#### **Decision Maker:**

Leader of the Council

#### **Intended Decision Date:**

Not before 1st Dec 2017

#### **Lead Officer Contact Information:**

Contact Name: Paul Windust, Corporate Accounting & Treasury Services Manager

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#### **Related Documents (background papers)**

#### **External Links:**



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## **CALCULATION OF THE NON-DOMESTIC RATES INCOME FOR THE YEAR 2018/2019**

The method of calculation is prescribed by statute. The briefing paper will show the calculation of the non-domestic rates income for the year and how this is shared between the central share, Crawley Borough Council and West Sussex County Council.

### **Type of Decision:**

Key

### **Consultation Arrangements: NA**

### **Date considered by Overview & Scrutiny Commission: NA**

### **Decision Maker:**

Leader of the Council

### **Intended Decision Date:**

Not before 1st Dec 2017

### **Lead Officer Contact Information:**

Contact Name: Paul Windust, Corporate Accounting & Treasury Services Manager

Address: Town Hall, The Boulevard, Crawley, West Sussex RH10 1UZ

Email: paul.windust@crawley.gov.uk

### **Related Documents (background papers)**

### **External Links:**

Valuation list supplied by government valuation office

Relevant statutory provisions governing the setting of the council tax base

## **DISTRICT HEAT NETWORK**

To present the business case and seek funding approval to develop a town centre heat network.

### **Type of Decision:**

Non-Key

### **Consultation Arrangements:**

Internal Consultation Only.

### **Date considered by Overview & Scrutiny Commission:**

5 Feb 2018

### **Decision Maker:**

Cabinet

### **Intended Decision Date:**

7 Feb 2018

### **Lead Officer Contact Information:**

Contact Name: Nigel Sheehan, Head of Partnership Services

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### **Related Documents (background papers)**

### **External Links:**

## **FUTURE DELIVERY OF CRAWLEY'S BUILDING CONTROL SERVICE**

The report will consider whether there is a sound business case for a shared building control service with Horsham, Arun and Chichester councils to replace or extend the current arrangement with Horsham council.

### **Type of Decision:**

Non-Key

### **Consultation Arrangements:**

Internal consultation only

### **Date considered by Overview & Scrutiny Commission:**

5 Feb 2018

### **Decision Maker:**

Cabinet

### **Intended Decision Date:**

7 Feb 2018

### **Lead Officer Contact Information:**

Contact Name: Clem Smith, Head of Economic & Environmental Services

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### **Related Documents (background papers)**

### **External Links:**

## **MEMORIAL GARDENS PLAY AREA**

To propose the redevelopment, together with agreeing the supplementary budget, rejuvenation and possibly reconfiguration of the play area in Memorial Gardens. The current play equipment and safer surfacing is coming to the end of its life. This is the only free-to-access play area for families visiting the town centre, is currently popular and has potential to be an amenity that helps encourage footfall from families in the centre of Crawley. The play area is a resource for all families across the Borough as well as attracting families from the surrounding towns.

The proposal will recommend the designs include accessible and specialist play equipment (for example, a wheelchair swing) so that children of all abilities are able to use the site. And for designs to be as sympathetic as possible to the surroundings.

Memorial Gardens' play area is currently listed for maintenance only in the approved Report to Cabinet: 'Play Facilities – Investment Proposals' (4 December 2013). However, with the redevelopment of much of the town centre, including Queensway and improvements to visibility in Memorial Gardens, there is an opportunity to upgrade the play area alongside these works.

### **Type of Decision:**

Key

### **Consultation Arrangements:**

Two rounds of consultation will take place with a range of stakeholders (including local schools and visiting families) to determine the content of the design brief and then later to choose the preferred design

### **Date considered by Overview & Scrutiny Commission: NA**

### **Decision Maker:**

Cabinet – via **BAG Process**

### **Intended Decision Date:**

7 Feb 2018

### **Lead Officer Contact Information:**

Contact Name: Chris Harris, Head of Community Services

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### **Related Documents (background papers)**

### **External Links:**

## **IRRECOVERABLE DEBTS 2017/18 (OVER £50,000)**

While the Council endeavours to collect all debts due to the Council, there will inevitably be some debts that remain irrecoverable. Individual debts of up to £50,000 can be written-off using delegated powers. This report will seek authority to write off individual debts in 2017 - 2018 of over £50,000 and also provide a summary of debts written off using delegated authority.

### **Type of Decision:**

Key

### **Consultation Arrangements:**

Not applicable

### **Date considered by Overview & Scrutiny Commission: NA**

### **Decision Maker:**

Cabinet

### **Intended Decision Date:**

7 Feb 2018

### **Lead Officer Contact Information:**

Contact Name: Karen Hayes, Head of Finance, Revenues and Benefits

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### **Related Documents (background papers)**

### **External Links:**

## **QUARTERLY MONITORING 2017/18 QUARTER 3**

The report will set out a summary of the Council's actual revenue and capital spending for the quarter to December 2017 together with the main variations from the approved spending levels and impact on future budgets

### **Type of Decision:**

Key

### **Consultation Arrangements:**

Internal consultation only

### **Date considered by Overview & Scrutiny Commission: NA**

### **Decision Maker:**

Cabinet

### **Intended Decision Date:**

7 Feb 2018

### **Lead Officer Contact Information:**

Contact Name: Karen Hayes, Head of Finance, Revenues and Benefits

Address: Town Hall, The Boulevard, Crawley, West Sussex RH10 1UZ

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### **Related Documents (background papers)**

### **External Links:**

## **TREASURY MANAGEMENT STRATEGY 2018-19**

This report will set the limits and method of investing the council's surplus funds taking into account the statutory restrictions on local authority investments and borrowings. While the Council is debt free and expects to continue this policy for the foreseeable future, the report will set limits and establish procedures for any borrowings that may be required.

### **Type of Decision:**

Key

### **Consultation Arrangements:**

Internal consultation only

### **Date considered by Overview & Scrutiny Commission:**

5 Feb 2018

### **Decision Maker:**

Cabinet

### **Intended Decision Date:**

7 Feb 2018

### **Lead Officer Contact Information:**

Contact Name: Karen Hayes, Head of Finance, Revenues and Benefits

Address: Town Hall, The Boulevard, Crawley, West Sussex RH10 1UZ

Email: karen.hayes@crawley.gov.uk

### **Related Documents (background papers)**

### **External Links:**

## **BUDGET & COUNCIL TAX 2018/2019**

The Council has a statutory responsibility to set a council tax and budget in advance of the commencement of the new financial year (1 April to 31 March). During 2017/18 the Council will review its spending plans, consider options to amend spending to meet new priorities and consider comments received as part of the consultation process. This report will set the budget and level of council tax for the year 2018-2019 taking into account the above factors.

### **Type of Decision:**

Key

### **Consultation Arrangements:**

Consultation will be undertaken as part of the Budget Advisory Group review from October-December 2017

### **Date considered by Overview & Scrutiny Commission:**

5 Feb 2018

### **Decision Maker:**

Cabinet

### **Intended Decision Date:**

7 Feb 2018

### **Lead Officer Contact Information:**

Contact Name: Karen Hayes, Head of Finance, Revenues and Benefits

Address: Town Hall, The Boulevard, Crawley, West Sussex RH10 1UZ

Email: karen.hayes@crawley.gov.uk

### **Related Documents (background papers)**

### **External Links:**

## **IRRECOVERABLE DEBTS 2017/18 (UNDER £50,000)**

While the Council endeavours to collect all debts due to the Council, there will inevitably be some debts that remain irrecoverable. Individual debts of up to £50,000 can be written-off using delegated powers.

### **Type of Decision:**

Key

### **Consultation Arrangements:**

None.

**Date considered by Overview & Scrutiny Commission: NA**

### **Decision Maker:**

Leader of the Council

### **Intended Decision Date:**

8 Feb 2018

### **Lead Officer Contact Information:**

Contact Name: Karen Hayes, Head of Finance, Revenues and Benefits

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Email: karen.hayes@crawley.gov.uk

### **Related Documents (background papers)**

None

### **External Links:**

## **IMPROVEMENT AND EFFICIENCY SOCIAL ENTERPRISE (IESE)**

The purpose of the report will be for the cabinet to consider and authorise the Council to become a member of Improvement and Efficiency Social Enterprise (iESE)

### **Type of Decision:**

Key

### **Consultation Arrangements:**

### **Date considered by Overview & Scrutiny Commission:**

### **Decision Maker:**

Cabinet

### **Intended Decision Date:**

10 Jan 2018

### **Lead Officer Contact Information:**

Contact Name: Ann-Maria Brown, Head of Legal and Democratic Services

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### **Related Documents (background papers)**

### **External Links:**

## **MANOR ROYAL BUSINESS IMPROVEMENT DISTRICT (BID) RENEWAL 2018-2023**

The Cabinet will be asked to:

- Agree the proposal and support the renewal of the BID for a further 5 year term.
- Delegate Authority to a Cabinet member to vote in accordance with the Cabinet decision in the Ballot.
- That the Chief Executive as Returning Officer and ballot holder should hold a ballot for the Manor Royal Renewal proposal.
- That the Head of Legal and Democratic Services be authorised to complete the necessary legal agreements for the operation of the BID levy.

### **Type of Decision:**

Key

### **Consultation Arrangements:**

The Manor Royal BID are consulting the Manor Royal business community / levy payers.

### **Date considered by Overview & Scrutiny Commission:**

### **Decision Maker:**

Cabinet

### **Intended Decision Date:**

10 Jan 2018

### **Lead Officer Contact Information:**

Contact Name: Clem Smith, Head of Economic & Environmental Services

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### **Related Documents (background papers)**

### **External Links:**

## **CRAWLEY LEISURE MANAGEMENT CONTRACT**

To approve the final contractual requirements for the Leisure Management Contract in order that the Final Tender documentation can be issued.

### **Type of Decision:**

Key

### **Notice of Intention to Conduct Business in Private:**

There is a Notice requesting that this item will be considered in Part B Business (Fully exempt) due to the following exemption paragraphs:

Not for Publication – by virtue of Paragraph(s) 3,5 of Part 1 of Schedule 12A to the Local Government Act, 1972 (as amended)

### **Consultation Arrangements:**

### **Date considered by Overview & Scrutiny Commission:**

### **Decision Maker:**

Cabinet

### **Intended Decision Date:**

21 Mar 2018

### **Lead Officer Contact Information:**

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### **Related Documents (background papers)**

### **External Links:**

## **CRAWLEY LEISURE MANAGEMENT CONTRACT AWARD**

To approve the contract award of the Crawley Leisure Facilities Management Contract

### **Type of Decision:**

Key

### **Notice of Intention to Conduct Business in Private:**

There is a Notice requesting that this item will be considered in Part B Business (Fully exempt) due to the following exemption paragraphs:

Not for Publication – by virtue of Paragraph(s) 3,5 of Part 1 of Schedule 12A to the Local Government Act, 1972 (as amended)

### **Consultation Arrangements:**

### **Date considered by Overview & Scrutiny Commission:**

### **Decision Maker:**

Cabinet

### **Intended Decision Date:**

27 Jun 2018

### **Lead Officer Contact Information:**

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### **Related Documents (background papers)**

### **External Links:**

