

Crawley Borough Council



Minutes of Cabinet

5 June 2013 at 7.30p.m.

Present:

Councillor	R A Lanzer	(Chair of Cabinet and Leader of the Council)
	C L Denman	(Deputy Leader of the Council and Cabinet Member for Planning and Economic Development)
	Dr H S Bloom	(Cabinet Member for Community Engagement)
	R D Burrett	(Cabinet Member for Housing)
	D G Crow	(Cabinet Member for Leisure and Cultural Services)
	K J Trussell	(Cabinet Member for Environmental Services)

Officers Present:

Ann-Maria Brown	Head of Legal and Democratic Services
Peter Browning	Director of Housing and Transformation
Lee Harris	Chief Executive
Steve Lappage	Democratic Services Manager
Phil Rogers	Director of Community Services

Apology for Absence:

Councillor K B Williamson

1. Changes to the Cabinet

The Cabinet welcomed Councillor Dr. H S Bloom to the Cabinet as the Portfolio Holder for Community Engagement and also thanked him for his excellent stewardship of the Council's Overview and Scrutiny Commission (OSC). It was also agreed that the Cabinet's thanks be recorded for the excellent work carried out by his predecessor as portfolio holder, Councillor N Boxall, and it was anticipated that he would be equally successful in his new role as Chair of the OSC.

2. Members' Disclosures of Interests

The following disclosures of interests were made by Members:

Member(s)	Minute Number	Subject	Type and Nature of Disclosure
Councillors R D Burrett, D G Crow and R A Lanzer	Minute 11	Final Report of the Crawley Town FC Travel Partnership Scrutiny Panel	Personal – Non Prejudicial as Members of West Sussex County Council

Councillors
R D Burrett,
D G Crow and
R A Lanzer

Minute 13

Crawley BC –
Own Build
Programme –
Brunel Place

Personal – Non Prejudicial
as Members of West
Sussex County Council

3. Minutes

The minutes of the meeting of the Cabinet held on [20 March 2013](#) were approved as a correct record and signed by the Chair.

4. Public Question Time

No questions were asked.

5. Further Notice of Intention to Conduct Business in Private and Notifications of any Representations

The Head of Legal and Democratic Services reported that the items to be considered in private business entitled (1) Crawley Borough Council – Own Build Programme – Brunel Place (proposed purchase of land for affordable housing at Brunel Place from the Homes and Community Agency) and (2) Ifield Mill Pond Improvements Scheme (Selection of preferred Contractor for the Early Contractor Involvement Stage) had been advertised both in the Forward Plan and on the Council's website as required by the 2012 Executive Arrangements Regulations, and that no representations had been received.

6. Matters Referred to the Cabinet

It was confirmed that no matters had been referred to the Cabinet for further consideration.

7. Policy Development Forums, Working Groups and Member Development Executive Support Group – Terms of Reference 2013/2014 (Leader's Portfolio)

The Cabinet considered report [LDS/062](#) of the Head of Legal and Democratic Services.

RESOLVED

That the Policy Development Forums, Working Groups; and the Member Development Executive Support Group be appointed for the Council year 2013/2014 with the terms of reference and membership as set in report [LDS/062](#).

8. Appointments on Outside Bodies 2013/2014 (Leader's Portfolio)

The Cabinet considered report [LDS/063](#) of the Head of Legal and Democratic Services which detailed the nominations of the political groups for representatives to serve on organisations of which the Council was a member.

The Cabinet agreed the report subject to the following amendments:-

- (i) that Councillor K J Trussell be nominated as the Council's representative and Councillor K Brockwell be nominated as the deputy representative on the Gatwick Airport Consultative Committee (GATCOM);
- (ii) that Councillor K Brockwell be nominated as the Council's representative on the Strategic Aviation Special Interest Group;
- (iii) that Councillor A J E Quirk be appointed as the Council's substitute on the Sussex Police and Crime Panel

Where nominations were not made, these organisations would be deleted from future lists of outside bodies.

RESOLVED

That subject to the inclusion of the above amendments, representatives be appointed to the bodies and organisations as indicated in Appendix A attached to these minutes.

9. Crawley Borough Council's Local Development Scheme 2013-2016 (Planning and Economic Development Portfolio)

The Cabinet considered report [SHAP/030](#) of the Head of Strategic Housing and Planning Services on the Council's Local Development Scheme (LDS) which outlined the number and scope of the Local Development Documents relating to planning policy which the Council intended to bring forward, and set the programme for how these would be progressed over the forthcoming three years.

It was noted that:

- 1) Planning legislation required the Council to prepare and maintain a Local Development Scheme (LDS), setting out the statutory planning documents it intended to produce to cover its area and Crawley's Submission Local Plan must be prepared in conformity with the timetable set out by that scheme.
- 2) The key document within the LDS was the Local Plan and the timetable covered by the LDS reflected this to ensure the full programme for the production of the new Crawley Local Plan "Crawley 2029" would be demonstrated through to its anticipated adoption. A simplified timetable for the preparation of the Local Plan would be published separately on the Council's website.
- 3) Although the scheme would come into effect from 1 July 2013, the LDS would cover the period January 2013 to June 2016, to enable the full programme to produce the new Crawley Local Plan 2014-2029 to be demonstrated.
- 4) The reporting and adoption procedures for the planning documents contained within the LDS were set out in Appendix B to report SHAP/030.

RESOLVED

- 1) That the Crawley Borough Council Local Development Scheme 2013 – 2016 be approved and adopted and take effect from 1 July 2013.
- 2) That the proposed delegations detailed in Appendix C to report SHAP/030 be approved and inserted into the Leader's Scheme of Delegation.

Reason for Decision

- 1) Crawley Borough Council was required by law (under the Planning and Compulsory Purchase Act 2004) to prepare and maintain a Local Development Scheme.
- 2) Crawley Borough Council's Submission Local Plan must be prepared in conformity with the adopted Local Development Scheme.
- 3) The current Crawley Borough Council was adopted in 2008 and covered the period to 2012, and due to a number of changes within that time period, contained out-of-date information in relation to the timetable and types of documents being prepared.

10. Adoption of Play Area – Stone Court, Pound Hill South & Worth (Leisure and Cultural Services Portfolio)

The Cabinet considered report [AM/051](#) of the Head of Amenity Services on a request from the developer of Stone Court for the Council to adopt the small equipped children's play area and its surrounding open space so that the land would be maintained by the Council in perpetuity.

Officers had met with the developer who had agreed changes to the play area and open space to meet Council safety standards, to provide a satisfactory Royal Society for the Prevention of Accidents (RoSPA) certificate prior to adoption and to make payment of a commuted sum.

The Cabinet noted and agreed a change of wording in paragraph 1.1 of the report and recommendation 2 by the deletion of "all time coming" and its replacement with "perpetuity" to reflect usual terminology.

RESOLVED

- 1) That, subject to a satisfactory RoSPA site inspection and completion of agreed on-site works, Stone Court equipped play area and surrounding open space (as identified in Appendix A to report AM/051) be adopted by this Council for the commuted sum payment of £91,250
- 2) That in exchange for the Council maintaining Stone Court Play Area and surrounding open space in perpetuity, the Head of Legal and Democratic Services be granted delegated authority to proceed with the preparation of the transfer to the Council of the site at Stone Court in return for payment to the Council of the commuted sum outlined in (1) above and payment of the Council's legal expenses.

Reason for Decision

The Council managed and maintained many equipped play areas and open spaces across the town and management of this facility by the Council would ensure consistent standards of maintenance and the commuted sum payment would cover all anticipated costs for the first 25 years

11. Cabinet recommendations on final report of the Crawley Town FC Travel Partnership Scrutiny Panel (Environmental Services and Leisure and Cultural Services Portfolios)

The Cabinet considered report [LDS/064](#) of the Head of Legal and Democratic Services.

The Crawley Town FC Travel Partnership Scrutiny Panel was established to review match day parking and travel arrangements following concerns raised by local residents and Members about parking and traffic congestion which were expected to increase in the areas around Broadfield Stadium with the club's success.

Following a Call-In, the Cabinet decisions on the Final Report of the Crawley Town FC Travel Partnership Scrutiny Panel had been referred back to Cabinet by the Full Council with some proposed amendments for reconsideration.

The report set out and the Cabinet considered some revised responses to the Scrutiny Panel's recommendations which fully supported the acceptance of the amendments requested by Full Council.

RESOLVED

That the Cabinet's revised responses be agreed as set out in Appendix B to minutes.

Reason for Decision

To accept the recommendations of Full Council which helped to target the proposals where it would be more influential, take the opportunity to make further amendments and still achieve a proportionate response to the outcome on the review of parking related issues and ways of mitigating any impact on local residents associated with the ever increasing number of fans attending Crawley Town Football Club matches as the Club progressed through the Football League.

12. 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 items of business on the grounds that they 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.

**13. Crawley Borough Council – Own Build Programme – Brunel Place
(proposed purchase of land for affordable housing at Brunel Place from
the Homes and Community Agency (HCA)) (Housing Portfolio)**

***(Exempt - Paragraph 3 – Information relating to financial and business affairs of
any particular person (including the Authority holding that information))***

The Cabinet considered report CH/131 of the Head of Crawley Homes on proposals for the purchase of land for affordable housing at Brunel Place from the Homes and Community Agency (HCA).

The report explained that:

- 1) The site at Brunel Hall and Avery House had been identified in the Crawley Borough Local Development Framework and the Town Centre Wide Supplementary Planning Document (SPD) as being suitable for housing and/or mixed use development. The HCA (the freehold owners of the vacant Brunel Hall site) had indicated that they would be prepared to sell this site and West Sussex County Council (which had a ground lease on the site until 2019) had confirmed to the HCA their willingness to relinquish their leasehold interest.
- 2) The Council's own build units at Breezehurst Drive had generated savings against anticipated costs and rather than return this money to the HCA it was recommended it be utilised for the Council's 20 Unit Scheme at Brunel Place.

The Portfolio Holder for Housing requested, and the Cabinet agreed, that the sum to be approved from the Housing Revenue Account be increased by £3,000 from the figure of £2,200,000 identified in recommendation 2 so that the anticipated scheme costs to the HRA set out in Table 1 of the report were fully covered.

RESOLVED

- 1) That the Council acquire the site at Brunel Place, Crawley from the Housing and Community Agency (HCA) on the terms detailed in this report for housing development.
- 2) That the expenditure of £2,203,000 from the Housing Revenue Account be approved for the delivery of up to 20 affordable residential units at Brunel Place.
- 3) That the Head of Property and Head of Crawley Homes in consultation with the Leader of the Council and the Cabinet Member for Housing be granted the delegated authority to enter into contract with the successful bidder for the construction of the units.

Reason for Decision

This scheme provided the most beneficial means of retaining the available grant-funding, by increasing the number of affordable units, and offered the potential of attracting additional grant from the HCA. The scheme would make a significant contribution towards meeting Crawley's need for affordable housing, and to expand Council's affordable housing stock which in turn would generate additional revenue for future investment.

14. Ifield Mill Pond Improvements Scheme – (Selection of Preferred Contractor for the Early Contractor Involvement Stage (ECI)) (Environmental Services Portfolio)

(Exempt - Paragraph 3 – Information relating to financial and business affairs of any particular person (including the Authority holding that information))

The Cabinet considered report PSD/110 of the Head of Property on the award of a tender for the selection of the preferred contractor for the Early Contractor Involvement Stage to assist the Council in developing the Ifield Mill Pond Improvement Scheme.

The report explained:

- 1) that an inspection of Ifield Dam was undertaken in December 2010, in accordance with Section 10 (2) of the Reservoirs Act 1975. The inspection concluded that there was leakage through the dam and that the existing spillway lacked sufficient capacity. The report recommended that remedial works were undertaken within five years of the date of this inspection.
- 2) that following an options study, consultation and discussion with Members and a full and extensive public consultation carried out in 2011, respondents overwhelmingly (89%) supported the option to upgrade the dam structure to comply with the Reservoir Act and desilt the pond.
- 3) the financial implications (which had formed part of the approved Capital Budget), the procurement processes and tender evaluations.
- 4) the Council had carried out a Procurement Options exercise in May 2012 where it was recommended that the scheme was delivered through an Early Contractor Involvement (ECI) route. A major advantage of this approach included the opportunity for joint identification and management of risk during the design stage and the involvement of all key stakeholders in the design development process. The potential to secure greater certainty of outturn costs was also a crucial factor in determining the procurement route.

RESOLVED

- 1) That the tender submitted by Jackson Civil Engineering in the sum of £109,911.19 for the Early Contractor Involvement stage (ECI) be accepted.
- 2) That officers be delegated the authority to enter into negotiations with Jackson Civil Engineering to agree a final fixed price and contract terms for the construction works following the completion of the ECI stage. A further report would be made to Cabinet for approval if officers consider that the final agreed price was good value and in line with the capital budget for the scheme.

Reason for Decision

The tender submission from Jackson Civil Engineering represented the most economically advantageous tender for the ECI stage and the negotiation of the final construction costs would be based on robust rates for the key elements of the work as tendered at the ECI stage.

15. Closure of Meeting

With the business of the Cabinet concluded, the Chair declared the meeting closed at 7.50 p.m.

R A LANZER
Chair

Crawley Borough Council

Organisations of which the Council is a Member,

Miscellaneous Meetings and Other Council Fora 2013/14 (i.e. Cabinet decision)

No.	Name of Organisation	Nominations agreed for 2013/14 (and any notes; LO = CBC Link Officer)
1.	Association of Port Health Authorities (APHA)	<p>No nominations required.</p> <p><i>The Council's membership was not renewed for 2013 on the advice of the Portfolio Holder (for Environmental Services) and the Link Officer (Tony Baldock). They considered the subscription (£2,395 for the calendar year 2012) did not provide value for money and was not justified.</i></p>
2.	Buchan Country Park Advisory Board	<p>M L Ayling I T Irvine C A Moffatt B J Quinn A J E Quirk</p> <p><i>(No identified LO)</i></p> <ul style="list-style-type: none"> • <i>Very informal body</i> • <i>WSSC co-ordinator would welcome any local Members to attend and participate as a full Member</i>
3.	Bus Company Meetings	<p>R A Lanzer</p> <p><i>(LO = Rachel Cordery)</i></p>
4.	Crawley Connexions Centre Steering Group (CCCSG)	<p>No nominations required.</p> <p><i>Due to various changes which are still ongoing, the steering group has been put on hold and has not been in operation during the past year or so. CCCS/WSSC will let the Council know if they resurrect the Steering Group and want nominations again. (C R Eade and C Oxlade had been nominated by their Groups for 2013/14) (LO = Lindsay Adams)</i></p>
5.	Crawley Cycling Forum	<p>B J Burgess G Thomas</p> <p><i>(LO = Kay Wagland)</i></p>

No.	Name of Organisation	Nominations agreed for 2013/14 (and any notes; LO = CBC Link Officer)
		<p><i>The Members and Link Officer (but not the CCF & Environment Manager) have questioned the value of continued Member involvement. But before a decision on ending Member involvement is taken the Environment Manager & LO will review it with the Members and CCF.</i></p>
6.	Crawley Police Liaison Group	<p>Dr. H S Bloom (as Cabinet Member for Community Engagement) K Brockwell R G Burgess V S Cumper C R Eade L S Marshall-Ascough D M Peck A J E Quirk M L Ayling P K Lamb B J Quinn D J Shreeves P C Smith G Thomas</p> <p>(LO = ether Carrie Burton or Nora Davies, tbc)</p>
7.	Crawley Shopmobility	<p>No nominations required</p> <p><i>To be deleted – have been informed that it has closed.</i> (LO was Damian Brewer - Andrew Davies in Damian's absence until July 2013)</p>
8.	Crawley Together – the Local Strategic Partnership (LSP)	<p>Dr. H S Bloom (as Cabinet Member for Community Engagement) R A Lanzer (as Leader of the Council) B A Smith (as Labour Group nomination)</p> <p>(LO = Nora Davies)</p> <p><i>Although nominations agreed at this stage, it was noted that the LSP was under review and it had yet to be determined as to whether or not Member nominations will still be required.</i></p>
9.	Crawley Together Prevent Partnership (a partnership of the Local Strategic Partnership (LSP))	<p>Dr. H S Bloom (as Cabinet Member for Community Engagement) R A Lanzer (as Leader of the Council) B A Smith (as Labour Group nomination)</p> <p>(LO = Cath Falvey)</p>
10.	Health and Wellbeing Partnership (a partnership of the Local Strategic Partnership (LSP))	<p>No nominations required</p> <p><i>Recommended for deletion from this list. Officer level group - no future nominations required. Agendas and notes circulated for information only to these Members.</i></p> <p>(LO was Carrie Burton)</p>

No.	Name of Organisation	Nominations agreed for 2013/14 (and any notes; LO = CBC Link Officer)
11.	Local Economy Action Group	<p>C L Denman (as Cabinet Member for Planning and Economic Development – Voting Member)</p> <p>R A Lanzer (as Leader of the Council - Observer)</p> <p>(LO = Lise Sorensen)</p> <p>The organisation has advised that only one place was available.</p>
12.	Gatwick Airport Consultative Committee (GATCOM)	<p>K Trussell K Brockwell (Deputy)</p> <p>(LO = Rachel Cordery)</p>
13.	Gatwick Airport Joint Authorities Meeting	<p>K J Trussell (as Cabinet Member for Environmental Services) C L Denman (as Cabinet Member for Planning & Economic Development)</p> <p>(LO = Rachel Cordery)</p>
14.	Gatwick Diamond	<p>R A Lanzer (as Leader of the Council)</p> <p>(LO = Lee Harris)</p>
15.	Gatwick Greenspace Partnership (formerly Crawley / Horley Countryside Management Project)	<p>C L Denman D G Crow (as Cabinet Member for Leisure and Cultural Services) C J Mullins (substitute Member only)</p> <p>(Joint LOs = Tom Nutt & Kevin Tidy)</p>
16.	High Weald Area of Outstanding Natural Beauty Forum	<p>B K Blake Not prepared to accept more than one Councillor (+ Director of Development and Resources)</p> <p>(LO = Tom Nutt)</p>
17.	Inter Authority Waste Group	<p>K Trussell (as Cabinet Member for Environmental Services)</p> <p>(LO = Graham Rowe)</p>
18.	<p>Local Government Association:- (General Assembly)</p> <p>(Urban Commission)</p> <p>(Districts Councils Network - formerly the Districts Special Interest Group)</p>	<p>R A Lanzer (as Chair of the Cabinet) (Deputy: R D Burrett)</p> <p>R A Lanzer (as Chair of the Cabinet) (Deputy: R D Burrett)</p> <p>R A Lanzer (Deputy: R D Burrett) The Council can only send one voting rep. Substitute would not have voting rights.</p> <p>(LO = Lee Harris)</p>

No.	Name of Organisation	Nominations agreed for 2013/14 (and any notes; LO = CBC Link Officer)
19.	Local Government Information Unit Management Committee	R A Lanzer (Deputy: R D Burrett) (LO = Lee Harris)
20.	Manor Royal Business Group	C L Denman (as Cabinet Member for Planning and Economic Development) (LO = Steve Sawyer)
21.	Patrol Adjudication Joint Committee (formerly the Joint Committee of the Traffic Penalties Tribunal)	K Trussell (as Cabinet Member for Environmental Services) K Brockwell (substitute) (LO = Steve Kirby)
22.	Public Art Selection Panel	D G Crow V S Cumper J I Denman C L Denman (Deputy) C J Mullins B A Smith G Thomas I T Irvine (Deputy) D J Shreeves (Deputy) Carolyn Murphy (Arts Development Officer) (LO) A planning officer <i>Due to be reviewed. Although it hasn't met for a while it may need to be active again when projects arise.</i>
23.	Safer Crawley Partnership Executive (formerly Crawley Community Safety Partnership)	Dr. H S Bloom (as Cabinet Member for Community Engagement) (LO = ether Carrie Burton or Nora Davies, tbc)
24.	South East England Councils (formerly South East England Regional Assembly)	R A Lanzer C L Denman (Substitute without voting rights) (LO = Lee Harris)
25.	South East Employers (SEE)	R D Burrett (Sub R A Lanzer) <i>LO = Lucasta Grayson</i> <i>It was noted that following a review of subscriptions to external organisations, the Council has given notice to SEE to terminate its membership ending on 31/3/14. This would save £4,884 in future based on the current fee.</i>
26.	Strategic Aviation Special Interest Group (formerly Airport Policy Consortium)	K Brockwell (+ Director of Development and Resources) (LO = Rachel Cordery)

No.	Name of Organisation	Nominations agreed for 2013/14 (and any notes; LO = CBC Link Officer)
27.	Sussex Building Control	C L Denman (as Cabinet Member for Planning and Economic Development) (LO = Director of Development and Resources)
28.	Sussex Police and Crime Panel	Dr. H S Bloom (as Cabinet Member for Community Engagement) A J E Quirk (substitute) (LO = tbc, ether Carrie Burton or Nora Davies)
29.	Town Centre Partnership	C L Denman (as Cabinet Member for Planning and Economic Development) LO = Alfredo Mendes)
30.	West Sussex Authorities Joint Leaders	R A Lanzer (as Leader of the Council) (LO = Lee Harris)
31.	West Sussex Forum for Accessible Transport	B J Quinn (LO = Damian Brewer - Andrew Davies in Damian's absence until July 2013)
32.	West Sussex Joint Planning Board	C L Denman (as Cabinet Member for Planning and Economic Development) (LO = Elizabeth Brigden)
33.	West Sussex Co-operative	R A Lanzer (as Leader of the Council) (LO = Lee Harris)
34.	West Sussex Sustainability Forum (formerly Local Agenda 21 Forum for West Sussex)	No nominations required <i>To be deleted. Status of Forum unknown and Members and officers no longer involved.</i> (No identified LO)
35.	Gatwick Diamond Local Authorities Members' Group	C L Denman (as Cabinet Member for Planning & Economic Development) (LO = Diana Maughan) <i>Considers strategic planning issues across the Gatwick Diamond issue. The Group takes its terms of reference from the Memorandum of Understanding endorsed by the Council early last year.</i>

Appendix B

Crawley Town FC Travel Partnership Scrutiny Panel Recommendations (Minute 10 refers)

The revised and final decision of the Cabinet in respect of each recommendation is set out below (additional / amended text is shown in ***bold italics***, whilst deleted text has been double crossed through). In the case of recommendations that were either amended or rejected by the Cabinet a reason for the decision is given in each case:-

Recommendation 6.1 - Improved Public Transport

It was acknowledged that full and permanent increases to the local public transport services would be unnecessary and costly, given that the number of supporters attending matches fluctuated widely according to the prominence of the away team. The Panel therefore recommends that, with cooperation between CTFC and Metrobus, imminent home fixtures should be assessed and the crowd capacity estimated, and for services to be increased temporarily and accordingly, to meet the estimated increased demand.

Revised Cabinet response (to Recommendation 6.1)

Support the principle, whilst noting that it was not within the Council's remit to make such a decision, although the Council's own meetings with Metrobus ~~could~~ **will** be used to influence.

Reason: Minor change to strengthen the Cabinet's response by confirming the Council **will** use its meetings with Metrobus to try and influence.

Recommendation 6.2 - Discounted Public Transport

While members decided that the panel would not make recommendations on discounted public transport itself, it was noted that the Travel Group was looking into this and discussions are being held between Crawley Town FC and Metrobus. It had also been noted at previous meetings of the panel that such arrangements were already in place at other Football Clubs. The Panel recommends in this regard, in consultation between CTFC and Metrobus, with the objective of promoting the attraction of affordable public transport and encouraging drivers to choose it as an alternative to travel by car.

Revised Cabinet response (to Recommendation 6.2)

Support the principle, whilst noting that it was not within the Council's remit to make such a decision, although the Council's own meetings with Metrobus ~~could~~ **will** be used to influence.

Reason: Minor change to strengthen the Cabinet's response by confirming the Council **will** use its meetings with Metrobus to try and influence.

Recommendation 6.3 – Parking

Parking at schools, industrial estates and other facilities. The Panel recommends that currently unused school and industrial estate car parks be investigated and arrangements made so they can be available, in consultation between ~~CBC~~ ***CTFC / Travel Plan Steering Group*** and individual schools, and promoted as alternative nearby parking for supporters, in order to reduce problem parking in residential areas. It should be noted that the schools that were contacted did not respond or attend any meetings.

Revised Cabinet response (to Recommendation 6.3)

Amend and Support. To exercise the Council's influence through its membership of the Crawley Town Football Club Travel Plan Steering Group and other relevant partners, as it was not necessary for the Council to be directly involved in such discussions.

Reason: To accept the recommendations of Full Council and target the proposals where there may be more influence.

Recommendation 6.4 – Permanent signage at Crawley Railway Station

The recommendation is for permanent signage to help direct visiting supporters to the appropriate bus stops to be erected by CBC, in consultation with Southern Rail, on the station concourse in order to aid travel to the stadium by bus, with the potential to reduce car travel.

Revised Cabinet response (to Recommendation 6.4)

That this proposal be referred to the Crawley Town Football Club Travel Plan Steering Group whilst making it clear that the erection of the signs should not be funded by CBC.

Reason: To accept the recommendations of Full Council and target proposals where there may be more influence whilst also making it clear that the erection of the signs should not be funded by CBC.

Recommendation 6.5 – Communications

The Panel recommended that a number of free or very low cost initiatives could be employed by CTFC and CBC to capitalise on captive audiences, and large numbers of supporters and residents, to publicise the problems associated with inconsiderate and/or dangerous, obstructive parking. These are:

- i) Tannoy announcements & 'screen flash' messages at home matches (CTFC to undertake);
- ii) Improved CTFC website information on parking, additional parking facilities (if approved), walking distance from car parks, alternative travel etc., including promotion of PlusBus for away supporters (CTFC to undertake);
- iii) Information on the above circulated with programmes, season tickets etc (CTFC published a small article on parking in its 26/02/13 Brentford match programme) (CTFC to undertake);

Revised Cabinet response (to recommendations 6.5 (i-iii))

Support the principles and, in noting that it was not within the Council's remit to make such decisions, refer it to the Crawley Town Football Club Travel Plan Steering Group.

Reason: To accept the recommendations of Full Council and target the proposals where there may be more influence.

- iv) CBC to coordinate a 2-page publicity feature in Crawley Live, which would be cost neutral. The Panel voted in favour of the Chair, M G Jones, to lead on this and will pass on the views of the Panel upon publication of the Final Report, including useful information on alternative travel, and also promoting alternative non-residential parking based on the information this scrutiny panel has collected in the course of this investigation. (CBC to undertake);

Initial and final Cabinet response (to Recommendation 6.5 (iv)) – no changes requested

Reject – Reason for the Rejection. The proposal was a disproportionate response and there was not enough evidence to justify such expenditure compared to the possible outcome.

Recommendation 6.6 – Match Day Residents' Parking Scheme

The Panel recommends the principle of a match day residents' parking scheme, with free match day permits for residents. This would encompass the roads referenced during the consultation process and be a wide enough area to ensure alternative parking facilities for supporters fall within the permit zone. This recommendation has two stipulations, which are:

- i) The Panel's unanimous agreement that under any such scheme, residents in the area covered by the scheme must not, under any circumstances, now or in the future, be subject to charges or fees connected with its implementation or future operation.
- ii) The Panel recommends that costs incurred in setting up the scheme, or any annual costs (renewal of permits etc) be met jointly by:
 - ~~— CBC as owners of the stadium~~
 - = CTFC – as their activities and promotion have partly contributed to the issues
 - = WSCC – in their capacity as Highways Authority, with a duty to address the problems

The cost of such a scheme would be in the region of £14k per annum which covers the cost of permits and of enforcement in a typical sub-zone (approximately 20 – 30 roads), with signs costing £100 each, and lines at £1 per metre.

Initial and final Cabinet response (to Recommendation 6.6) – no changes requested

Amend and Note. Removed reference to Crawley Borough Council funding any such scheme as it was not the appropriate partner to be funding such a scheme. The proposal to be passed over to WSCC Highways for their consideration, on behalf of the Panel.

Recommendation 6.7 – Yellow Lines

The Panel agreed that the introduction of yellow lines on both sides in the area directly covering the junction of Downland Drive and Brighton Road, from the junction to the bus stop(s) by Wensleydale, to reduce the incidents of dangerous/obstructive parking currently experienced at this location. The Panel requests that this be recommended to the **West** Crawley County Local Committee to take forward.

Initial and final Cabinet response (to Recommendation 6.7) – no changes requested

Amend and Support – Added the name of the relevant County Local Committee).