

Crawley Borough Council



Minutes of Cabinet Wednesday 5 October 2016 at 7.30pm

Present:

Councillors

- P K Lamb (Chair of Cabinet and Leader of the Council)
- S J Joyce (Deputy Leader of the Council and Cabinet Member for Housing)
- M G Jones (Cabinet Member for Public Protection and Community Engagement)
- C J Mullins (Cabinet Member for Wellbeing)
- A C Skudder (Cabinet Member for Resources)
- P C Smith (Cabinet Member for Planning and Economic Development)
- G Thomas (Cabinet Member for Environmental Services and Sustainability)

Also in Attendance:

Councillors M L Ayling, D Crow and K Sudan

Officers Present:

- Ann-Maria Brown Head of Legal and Democratic Services
- Karen Dodds Head of Crawley Homes
- Lee Harris Chief Executive
- Diana Maughan Head of Strategic Housing and Planning Services
- Chris Pedlow Democratic Services Manager

13. Members' Disclosure of Interests

No disclosures of interests were made by Members.

14. Minutes

The minutes of the meeting of the Cabinet held on [29 June 2016](#) were approved as a correct record and signed by the Chair.

15. Public Question Time

There were no questions from the public.

16. Matters Referred to the Cabinet

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

17. Report from the Chair of the Overview and Scrutiny Commission

The comments from the Overview and Scrutiny Commission had been circulated to all Cabinet Members. Details of those comments are provided under the minute to which the comments refer.

18. Treasury Management Outturn for 2015/16

The Leader presented report [FIN/393](#) of the Head of Finance, Revenues and Benefits to the Cabinet. The Cabinet was informed that Members were required under regulations to regularly review and scrutinise the Council's treasury management policy and performance. The report provided details of the outturn position for treasury activities and highlighted compliance with the Council's policies previously approved by Members. In considering the report Cabinet was pleased with the outturn for the 2015/2016 and thanked the officers for their hard work in achieving this.

The Cabinet noted the Overview and Scrutiny Commission's comments on the report and its comments to the Cabinet following consideration of the matter at its meeting on 3 October 2016.

Councillor Crow was invited to speak on the item.

RESOLVED

That Cabinet:

- 1) approves the actual 2015/16 Prudential and Treasury Indicators as set out in report FIN/393.
- 2) notes the Annual Treasury Management Report for 2015/16.

Reasons for Decision

This Council is required by regulations issued under the Local Government Act 2003 to produce an annual treasury management review of activities and the actual prudential and treasury indicators for 2015/16. This report meets the requirements of both the CIPFA Code of Practice on Treasury Management (the Code) and the CIPFA Prudential Code for Capital Finance in Local Authorities (the Prudential Code).

19. Crawley 2030: Supplementary Planning Documents (SPDs) Climate Change; Green Infrastructure; Town Centre; Urban Design

The Cabinet Member for Planning and Economic Development presented the report [SHAP/55](#) of the Head of Strategic Housing and Planning Services to Cabinet. The report outlined a summary of each of the SPDs, together with a brief overview of the representations received through the consultation and the changes made to the documents since their publication for consultation. SPDs should be used where they can help applicants make successful planning applications or aid infrastructure delivery. A series of new SPDs have been prepared to aid the interpretation and implementation of the new adopted Crawley Borough Local Plan (Crawley 2030).

The Cabinet noted the Overview and Scrutiny Commission's comments on the report following consideration of the matter at its meeting on 3 October 2016.

RESOLVED

That Cabinet:

- 1) approves the Planning and Climate Change Supplementary Planning Document as an adopted council planning policy document to be taken into account as a material planning consideration in the determination of planning applications.
- 2) approves the Green Infrastructure Supplementary Planning Document as an adopted council planning policy document to be taken into account as a material planning consideration in the determination of planning applications.
- 3) approves the Town Centre Supplementary Planning Document as an adopted council planning policy document to be taken into account as a material planning consideration in the determination of planning applications.
- 4) approves the Urban Design Supplementary Planning Document as an adopted council planning policy document to be taken into account as a material planning consideration in the determination of planning applications,
- 5) delegates authority for approval of final minor text changes, formatting and editing of the SPDs and for any subsequent revisions required to reflect council or national policy changes to the Head of Strategic Housing and Planning Services in consultation with the Cabinet Member for Planning & Economic Development.

Reason for Decision

Following the adoption of the Crawley Borough Local Plan 2015-2030 in December 2015, it was recognised that a number of the new policies would benefit from expansion and explanation to ensure the council helps facilitate the delivery of development and maintains an efficient and high quality development management process. Supplementary Planning Documents (SPDs) assist in supporting successful planning applications, clarifying policy requirements, and also providing examples of best practice and setting out the council's aspirations which developers may be able to help deliver.

Four SPDs have been produced to aid the interpretation of the Crawley Borough Local Plan:

- Planning and Climate Change
- Green Infrastructure
- Town Centre
- Urban Design

20. Proposed Article 4 Direction for Manor Royal (Light Industrial to Residential)

The Cabinet Member for Planning and Economic Development introduced report [SHAP/56](#) of the Head of Strategic Housing and Planning Services, which proposed a non-immediate Article 4 Direction for Manor Royal. It was noted that the Article 4 would

restrict the permitted development rights afforded by the Town and Country (General Permitted Development Order) 2015 that allow changes of use from light industrial (Class B1c) to dwelling houses (ClassC3) without the need for planning permission. The Article 4 would withdraw these rights within Manor Royal because of the adverse impact these changes are having on the supply of employment floor space and the commercial operation of the Business District.

In considering the report the Cabinet expressed its concerns over the principle of General Permitted Development Orders, as it supersede planning requirements over the size and location of dwellings. Members felt that the Article 4 proposal was extremely important to help to maintain a strong and business focused Manor Royal, which was be of great importance to the prosperity of the Borough.

Councillor Crow was invited to speak on the item.

RESOLVED

The Cabinet:

- 1) approves the making of a non-immediate Article 4 Direction under the Town and Country (General Permitted Development Order) 2015 as amended for Manor Royal removing permitted development rights for changes of use from light industrial (Class B1c) to dwelling houses (ClassC3) for the area outlined in bold on the plan at Appendix 1.
- 2) delegates the authority to the Head of Strategic Housing and Planning Services in consultation with the Cabinet Member for Planning and Economic Development to formally confirm the non-immediate Article 4 Direction following the 12 month notification period, if having fully considered all representations made during the consultation period, they are of the opinion that the Article 4 Direction should be made.

Reason for Decision

1. There is a strong potential for economic growth in Crawley, with many existing companies seeking to expand their operations, and new companies enquiring about opportunities to locate in the town. However, the borough has a very limited supply of available business land, and the Local Plan identifies a land supply deficit of 35 hectares. The council has already taken steps to protect the business function of Manor Royal by making two Article 4 Directions which remove permitted development rights that had allowed offices (B1a) and storage & distribution (B8) uses to convert to residential (C3).
2. The Government has now announced its intention to further widen permitted development rights relating to commercial premises and a further Article 4 Direction is required if the Council is to continue to safeguard employment land at Manor Royal.

21. Affordable Housing Delivery Programme: Redevelopment of 257/259 Ifield Road, West Green, Crawley & Budget Approval for development of Woolborough Road (Northgate Surgery) Northgate, Crawley

The Cabinet Member for Housing presented report [CH/168](#) of the Head of Crawley Homes, that sought approval for the budget and delegated authorities to enter into a procurement and feasibility study to build residential units on an existing residential site, 257/259 Ifield Road as part of the Council's own build housing programme together with approval to increase the previously agreed budget for the development of Woolborough Road (Northgate Surgery).

The Cabinet noted the Overview and Scrutiny Commission's comments on the report following consideration of the matter at its meeting on 3 October 2016.

RESOLVED

That Cabinet recommends to Full Council

- 1) the approval of a budget of £1.27m from the Housing Revenue Account and Right to Buy one-for-one receipts for 257/259 Ifield Road West Green, Crawley for the construction of 6 No 2 Bed Houses, as outlined in Option 3 in paragraph 6.4 of the report.
- 2) to agree an increase in the allocated budget from the Housing Revenue Account and Right to Buy one-for-one receipts for the Woolborough Road, Northgate scheme from £1.4m to £1.8m
- 3) authorises officers to enter into the procurement of a contractor in accordance with the Council's Procurement Code to assist with the feasibility and delivery of 257/259 Ifield Road, West Green, Crawley and the Woolborough Road site and delegates authority to the Head of Crawley Homes to approve the appointment of a contractor in consultation with the Head of Strategic Housing and Planning Services, Head of Finance, Revenues and Benefits, and the Cabinet Member for Housing.

Reason for Decision

1. The proposed scheme would provide social rented housing for the residents on the register in need of Social Housing within Crawley.
2. 257/259 Ifield Road, West Green requires redevelopment due to the structural problems of the two houses on the site and the site offers the opportunity for increased density.
3. The previous budget estimate for Woolborough Road was based on an old redevelopment design and it is now considered that more housing units can be achieved for this scheme.

22. West Sussex Joint Scrutiny Task and Finish Group Housing Provision for Care Leavers

The Cabinet Member for Housing introduced report [OSC/250](#) of the Joint Scrutiny Task and Finish Group (JSTFG), which set out the findings and recommendations from the Joint Scrutiny Review of Housing Provision for Care Leavers. The Cabinet invited Councillor Sudan, the Council representative on the Joint Task Group to provide further background and context to the investigation that had taken place along with the recommendations before them.

The report had been considered at the Overview and Scrutiny Commission's meeting on 3 October 2016 and it was noted the Commission support of the Joint Task Group's findings.

RESOLVED

- 1) That the findings of the Joint Scrutiny Task and Finish Group, including reviewing the current approach for Care Leavers provision and how this was dealt with in West Sussex are endorsed;
- 2) That the endorsement be passed on to West Sussex County Council to enable them to implement appropriate amendments and the relevant approaches.

Reason for Decision

The overarching West Sussex Joint Scrutiny Steering Group agreed to set up a Joint Scrutiny Task and Finish Group to undertake a review the housing provision for young people leaving local authority care to ensure the accommodation needs and associated support in the community for young people leaving care were identified and procedures put in place to ensure that agencies work in partnership to achieve it. This included:

- ensuring that the Joint Working Protocol was working effectively to enable housing providers to provide an adequate range of accommodation to meet the assessed needs of young people as they leave care and to give care leavers the best start in the transition to independent adulthood.
- obtaining clarification from the Government on whether or not young people aged under 21 years of age are to lose their entitlement to housing benefit until they reach 21 years.
- recommend any further changes if appropriate and necessary.

23. Crawley Leisure Card Scrutiny Panel Final Report

The Cabinet Member for Wellbeing introduced report [OSC/251](#) of Crawley Leisure Card Scrutiny Panel, which had been chaired by Councillor Ayling. The Panel was established to investigate the scope, advantages and disadvantages of introducing a 'Crawley Leisure Card' for various facilities within across the borough.

The report had been considered at the Overview and Scrutiny Commission's meeting on 3 October 2016.

Councillor Ayling was invited to provide the Cabinet with some further context and insight to the Panel's investigation and to their rationale for the proposed recommendations. Councillor Crow also spoke on the item.

In considering the report the Cabinet Members acknowledged that the Commission had included some further recommendations, for their deliberation. It was felt that the initial Panels' proposal were well evidenced and therefore they were content to support them.

RESOLVED

That Cabinet:

- 1) notes the comments made by the Overview and Scrutiny Commission, within their comment sheet OSC/252
- 2) agrees the actions and recommendations of the Scrutiny Panel to as set out in Section 8 of report [OSC/251](#).

Reason for Decision

1. To enable the Council to consider improvements to accessing leisure facilities within the town, either through admission or marketing.
2. That given the financial pressures one of the main objectives for the Council was an increased focus on achieving (new) sources of income, whilst ensuring that the service objectives are not comprised, taking into account the ability to pay for services by users. It was important that residents continue to benefit from services which might otherwise have to be reduced or withdrawn.
3. Following the Panel's work, evidence identified that there was not strong justification to introduce a 'Crawley Leisure Card' for various facilities within the town as it was not financially viable. The town had evolved since the introduction of the Leisure Plus card with the majority of council facilities being operated under partnership/contractor arrangements.
4. It may be possible to improve the marketing and publicity regarding the numerous leisure activities and offers already in existence within the town.

24. 2016/2017 Budget Monitoring – Quarter 1

The Leader presented report [FIN/392](#) of the Head of Finance, Revenues and Benefits to the Cabinet which provided a summary of the Council's actual revenue and capital spending up to the first quarter ending June 2016. It identified the main variations from the approved spending levels and any potential impact on future budgets.

RESOLVED

That Cabinet notes the projected outturn for the year 2016/2017 as summarised in report FIN/392.

Reason for Decision

To report to Members on the projected outturn for the year compared to the approved budget.

25. Urgent Action

The Leader informed the Cabinet that urgent action had been taken under paragraph 1.5 of the Leader and Cabinet Procedure Rules in Part 4 (Rules of Procedure) of the Constitution to enter into a 12 month exclusivity agreement with both Westrock Ltd. and Haywards Health Investments LDA, and not solely with Westrock (as originally set out in report HPS/05).

The urgent action enabled Westrock Ltd/Haywards Heath Investments LDA to appoint the architect, designers and potentially District Heat Network specialists, who would work with Members and officers to design a new civic building and develop an overall scheme which can be negotiated and costed to ensure that it provides the council with a building and overall development that is 'fit for purpose' and meets Members' aspirations.

RESOLVED

That Cabinet notes that an urgent action had been taken under paragraph 1.5 of the Leader and Cabinet Procedure Rules in Part 4 (Rules of Procedure) of the Constitution.

26. Closure of Meeting

With the business of the Cabinet concluded, the Chair declared the meeting closed at 8.12pm.

P K LAMB
Chair