

# Crawley Borough Council

## Agenda for the Full Council

To: The Mayor and Members of the Council

You are summoned to attend a meeting of the **Full Council** which will be held in the Council Chamber, Town Hall, Crawley, on **Wednesday 22 February 2017** at 7.30 p.m.

Nightline Telephone No. 07881 500 227



**Head of Legal and Democratic Services**

Please contact Chris Pedlow (Legal and Democratic Services Division) if you have any queries regarding this agenda.

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**Emergency procedure for meetings will be circulated to Members and visitors attending this meeting. Please familiarise yourself with these procedures and the location of fire exits.**

### **Duration of the Meeting**

If the business of the meeting has not been completed within two and a half hours (normally 10.00 p.m.), then in accordance with Council Procedure Rule 2.2, the Mayor will require the meeting to consider if it wishes to continue for a period of up to 30 minutes. A vote will be taken and a simple majority in favour will be necessary for the meeting to continue. (Following the meeting's initial extension, consideration will be given to extending the meeting by further periods of up to 30 minutes if required).

## **Business – Part A**

### **1. Apologies for Absence**

To receive any apologies for absence.

### **2. Members' Disclosures of Interest**

In accordance with the Council's Code of Conduct, members of the Council are reminded that it is a requirement to declare interests where appropriate.

### **3. Communications**

To receive and consider any announcements or communications.

### **4. Public Question Time**

To answer public questions under Council Procedure Rule 10. The questions must be on matters which are relevant to the functions of the Council, and should not include statements.

One supplementary question from the questioner will be allowed.

Up to 30 minutes is allocated to Public Question Time.

### **5. Minutes**

To approve as a correct record the minutes of the meeting of the Full Council held on 14 December 2016. (The minutes are contained at the start of the Book of Minutes Report, which Members will have before them).

### **6. Items for debate (Reserved Items)**

Prior to the introduction of the Minutes of the Cabinet, Overview and Scrutiny Commission and Committees (as contained in the Book of Minutes), Members will be given the opportunity to indicate on which items they wish to speak.

These Reserved Items will then be the only matters to be the subject of a debate.

### **7. Minutes of the Cabinet, Overview and Scrutiny Commission and Committees**

1) To receive the following minutes of the meetings of the Cabinet, Overview and Scrutiny Commission and Committees:-

a) Licensing Committee – 2 November 2016.

*Including Recommendation 1 – (Minute 7)*

- *Hackney Carriage and Private Hire Licensing Policy Revisions Post Consultation*

- b) Planning Committee – 5 December 2016.
- c) Planning Committee – 3 January 2017.
- d) Overview and Scrutiny Commission – 9 January 2017.
- e) Planning Committee – 30 January 2017.
- f) Overview and Scrutiny Commission – 6 February 2017.
- g) Cabinet – 8 February 2017.

*Including Recommendation 2 and 3 – (Minute 46)*

- *2017/18 Budget and Council Tax*
- *Notice of Precept (circulated separately – to Follow)*

*Including Recommendation 4 – (Minute 47)*

- *Treasury Management Strategy 2017/2018*

*Including Recommendation 5 – (Minute 49)*

- *2016/2017 Budget Monitoring - Quarter 3*

*Including Recommendation 6 – (Minute 52)*

- *Crawley Town Hall Site Redevelopment Scheme*

- 2) To adopt the recommendations to Full Council, which have not been reserved for debate.

## **8. Reserved Items**

To deal with items reserved for debate including any recommendations which have been identified by Members under Agenda Item 6.

Councillors who have reserved items for debate, may speak on an item for no more than 5 minutes.

## **9. Interim Appointments of Acting Chief Executive, Head of Paid Service, Returning Officer and Electoral Registration Officer**

*The Leader to move the following Item (Recommendation 7):*

*Interim Appointments of Acting Chief Executive, Head of Paid Service, Returning Officer and Electoral Registration Officer*

### **1. Purpose and Background**

1.1 *The Council has a statutory duty to appoint a Head of Paid Services, a Returning Officer and an Electoral Registration Officer for the Borough. With the departure of Lee Harris Chief Executive, on the 24 February 2017, these posts become vacant. The Council is therefore required to appoint to these posts in the interim, until such time as a new Chief Executive is appointed and in post.*

1.2 *The Council is also required to appoint a Deputy Electoral Registration Officer. Responsibility for appointing a Deputy Returning Officer rests with the Returning Officer.*

## **2. Recommendations – (7)**

- 2.1 *That Peter Browning (Deputy Chief Executive) be appointed Acting Chief Executive and Head of Paid Service, until a newly appointed Chief Executive is in post.*
- 2.2 *That Ann-Maria Brown, (Head of Legal and Democratic Services) be appointed as the Council's Returning Officer and Electoral Registration Officer, until a newly appointed Chief Executive is in post.*
- 2.3 *That Andrew Oakley (Electoral Services Manager) be appointed as the Council's Deputy Electoral Registration Officer.*
- 2.4 *That the Head of Legal and Democratic Services be empowered to amend the Council's Constitution and the relevant Schemes of Delegation to take into account the above interim appointments, to ensure that the Council is able to function seamlessly in the interim,*

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

- 3.1 *To comply with the provision of Section 4 of the Local Government and Housing Act 1989 in respect of the Chief Executive and Head of Paid Service.*
- 3.2 *To comply with the requirement of the Representation of the People Act 1983, namely Sections 8, 28(1), 35 and 52(2) respectively, in relation to the appointment of the Council's Returning Officer, Electoral Registration Officer and Deputy Electoral Registration Officer.*

## **10. Members' Written Questions**

To answer Members' written questions under Council Procedure Rule 11.4.

## **11. Announcements by Cabinet Members**

An opportunity for Cabinet Members to report verbally (if necessary) on issues relating to their Portfolio not covered elsewhere on the agenda.

## **12. Questions to Cabinet Members**

To answer questions to Cabinet Members under Council Procedure Rule 11.2

Up to 15 minutes is allocated for questions to Cabinet Members.

## **13. Questions to Committee Chairs**

To answer questions to Committee Chairs under Council Procedure Rule 11.3

Up to 15 minutes is allocated for questions to Committee Chairs.

## **14. Supplemental Agenda**

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

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