

Crawley Borough Council

Minutes of the Full Council

Wednesday 22 February 2017 at 7.30 p.m.

Present: Councillor R Sharma (Mayor)
Councillor B J Quinn, (Deputy Mayor)

Councillors M L Ayling, T G Belben, Dr H S Bloom, B J Burgess, R G Burgess, R D Burrett, C A Cheshire, D Crow, C R Eade F Guidera, I T Irvine, M G Jones, S J Joyce, P K Lamb, R A Lanzer, T Lunnon, K McCarthy, B McCrow, C J Mullins, M W Pickett, T Rana, A C Skudder, B A Smith, P C Smith, J Stanley, M A Stone, K Sudan, J Tarrant, G Thomas, K J Trussell and L Vitler.

Also in Attendance: Mr P Nicolson – Appointed Independent Person.

Officers Present:	Ann-Maria Brown	Head of Legal and Democratic Services.
	Peter Browning	Deputy Chief Executive
	Lee Harris	Chief Executive
	Karen Hayes	Head of Finance, Revenue and Benefits
	Chris Pedlow	Democratic Services Manager

73. Apologies for Absence

Councillors R S Fiveash, K L Jaggard, D M Peck and C Portal Castro
Mr A Quine – Honorary Freeman and Alderman.

74. Members' Disclosures of Interests

The disclosures of interests made by Members were set out in Appendix A to the minutes.

75. Communications

Departure of Lee Harris - Chief Executive

The Mayor then invited representatives from each party to pay their tributes to Lee Harris, Chief Executive, who would be leaving the Council on Friday 25 February 2017 after 8 years' service with the Council. Councillor Lamb, Leader of the Council and Councillor Lanzer, who was Leader at the time of Lee's appointment, on behalf of each of their respective Groups, paid their heartfelt thanks and tributes to Lee Harris' work for the Council during his time as the Chief Executive.

Lee Harris, then addressed the Council, thanked them for their support during his tenure and for the tributes made. He noted that he would still be working with the Council in his new role for West Sussex County Council as the Director with areas of

responsibility, including roads and traffic and looked forward to seeing how Crawley evolves in the future under its new Chief Executive.

The Mayor then paid his own personal tribute to Lee for his support during his Mayoral year and then moved this which was seconded that a vote of thanks be recorded. The proposal was unanimously agreed

RESOLVED

That the Full Council's thanks be recorded in respect of Lee Harris for all his hard work as Chief Executive during his 8 year tenure at Crawley Borough Council.

Notice of Precept

The Head of Legal and Democratic Services confirmed that the Notice of Precept had been received from the Police and Crime Commissioner for Sussex and West Sussex County Council following the publication of both the agenda and the minute book for this meeting of the Full Council. Those precept details had since been circulated to all Members, and a further recommendation (Recommendation 3) would be moved in relation to the 2017/2018 Budget and Council Tax.

76. Public Question Time

Questioner's Name Subject	Name of Councillor(s) Responding
Mr M Crane, (Bewbush) Would the Council have the freehold to the proposed new Town Hall and does the Council have to leave its current building?	Councillor Skudder – (Cabinet Member for Resources) I cannot go into too much detail on the proposal for the proposed new Town Hall, but can confirm that the proposal before the Full Council tonight does include the Council retaining the freehold to the new Town Hall Building. The proposal does include the Town Hall moving away from the current footprint, to the location of the Civic hall and Council Chamber.
Mr O'Neil, (Bewbush) What is the complaint process for complaints against the Chief Executive and why aren't Councillors directly involved?	Cllr P Lamb – (Leader of the Council) The Council has a very clear complaints process, which I believe you have been sent. Members get involved in complaints, once disciplinary procedures were pursued. I am aware of your complaints against the Council and its senior officers and that some have been examined by the Ombudsman as an independent body. The Full Council was not the place to discuss your or any individual complaints, but I am willing to meet you to discuss your concerns outside of the meeting.

77. Minutes

The minutes of the meeting of the Full Council held on [14 December 2016](#) were approved as a correct record and signed by the Mayor, subject to a clerical correction in Minute 69, page 17, the Minute should read Councillor Vitler and not Councillor Vickers.

78. Items for Debate (Reserved Items)

Members indicated that they wished to speak on a number of items as set out in the following table:

Minute Book Page no.	Committee/ Minute no. (and the Member reserving the item for Debate)	Subject (Decisions previously taken, reserved for debate only).	Subject (Recommendation to Full Council, reserved for debate)
18	Licensing Committee – 2 November 2016. (Minute 7) Conservative Group		Hackney Carriage and Private Hire Licensing Policy Revisions Post Consultation (Recommendation 1)
56	Planning Committee 30 January 2017 (Minute 56) Conservative Group	CR/2016/0780/ARM Phase 3A, Forge Wood, North East Sector Crawley,	
65 & 76	Cabinet – 8 February 2017 (Minute 46) Supplementary Agenda <i>Both Groups</i>		2017/18 Budget and Council Tax (Recommendation 2) Notice of Precept (Recommendation 3)
67	Cabinet – 8 February 2017 (Minute 49) <i>Conservative Group</i>		2016/2017 Budget Monitoring - Quarter 3 (Recommendation 5)
70	Cabinet – 8 February 2017 (Minute 52) <i>Both Groups</i>		Crawley Town Hall Site Redevelopment Scheme (Recommendation 6)

79. Reports of the Cabinet, Overview and Scrutiny Commission and Committees

Moved by Councillor Quinn (as the Deputy Mayor), and

RESOLVED

(1) That the following reports be received:-

- a) Licensing Committee – 2 November 2016.
- 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.

(2) That the recommendations contained in the reports on the following matter, which had not been reserved for debate, be adopted:-

Treasury Management Strategy 2017/2018, Cabinet – 8 February 2017, (Recommendation 4)

The Full Council considered report [FIN/404](#) of the Head of Finance, Revenues and Benefits

RESOLVED

That the Full Council approves:

- 1) the allocation of £50,000 funded from in year underspends to set up a budget to support the procurement of a new Leisure contract for the period after November 2018, as set out in section 6.2 of the report [FIN/403](#)
- 2) that the Constitution be amended to delegate the following responsibility to the Head of Finance, Revenues and Benefits in relation to Virements and Other Spending Limits (paragraph 3 of the Financial Procedure Rules):

“Virements of up to £50,000 from in year underspends between existing budgets which do not commit the Council to future year’s expenditure.”

80. Reserved Items

These included the reserved items containing a recommendation to Full Council which were dealt with as set out in Minute Numbers 81, 82, 83, 84, 85 and 86 below:-

81. Hackney Carriage and Private Hire Licensing Policy Revisions Post Consultation – Licensing Committee, 2 November 2016 (Recommendation 1)

The Committee had considered report [PES/225](#) of the Head of Economic and Environmental Services, the purpose of which was to consider the consultation responses in relation to the proposed addition of a Penalty Points Scheme (Scheme) and a Driver Code of Conduct (Code) to the Council's Hackney Carriage and Private Hire Vehicle Licensing Policy (Policy). Councillor Pickett moved the report and its recommendations, which was seconded by Councillor Ayling.

Councillor R G Burgess also spoke on the report.

RESOLVED

That the Full Council's approves the amendments to the Hackney Carriage and Private Hire Vehicle Licensing Policy:-

- (i) to add both a Penalty Points Scheme and a Driver Code of Conduct as set out in Appendix A to [PES/225](#) report; and
- (ii) delegates jointly to the Chair of Licensing and the Environmental Health Manager (or the Head of Economic and Environmental Services) the authority to make minor revisions to the Hackney Carriage and Private Hire Vehicle Licensing Policy.

82. CR/2016/0780/ARM Phase 3A, Forge Wood, North East Sector Crawley – Planning Committee, 30 January 2017

Councillor B J Burgess, on behalf of the Conservative Group, stated that the rationale for bringing forward this item for debate was that there was significant concerns over the garden sizes of a substantial amount of properties on the Forge Wood development. In discussing the items it was noted that advice on the garden sizes contained within the report was only for guidance purposes and not our policy. As a result, 50% of properties in the application would have gardens less than the guidance and of those, 25% of the properties was 30% smaller than the guidance. Reference was also made on the reduction of the useable land as a result of the unexpected extensive flooding problems, meaning the required 1900 dwellings were having to be built in a greatly reduced area.

Councillors Burrett, McCarthy Lamb, P Smith, Joyce, Crow and Irvine also spoke on the subject.

83. 2017/18 Budget and Council Tax Cabinet – 8 February 2017 (Recommendation 2)

The Leader of the Council, Councillor Lamb addressed the Council and made his budget speech, in doing so presented report [FIN/401](#) of the Head of Finance, Revenues and Benefits, which set out the Budget and level of Council Tax for the year 2017/18. It was noted that the report detailed each of the Revenue, Capital and Housing Revenue Accounts that combine together to formulate 'The Budget'. In proposing the level of Council Tax for the Financial Year 2017-2018, each of those accounts identified had

been considered. The combined proposal ensured that the Council had a balanced Budget. It was noted that the report had been considered by the Cabinet on 8 February 2017 and by the Overview and Scrutiny Commission at its meeting on 6 February 2017.

The Full Council was reminded that regulations required all Councils at their annual budget meetings to adopt the practice of recorded votes - that is recording in the minutes of the meeting how each member present voted on any decision relating to the Annual Budget and Council Tax. This applied not only to substantive budget motions to agree the budget and setting council taxes, including precepts, but also on any amendments proposed.

The Leader of the Opposition, Councillor Duncan Crow addressed the meeting and made his budget speech, and moved **Conservative Amendment 1** in relation to the Budget report. The amendment read:

Conservative Amendment 1

Recommendation 2 part 1) – *To re-introduce free admission to the Tilgate Nature Centre during the winter period, by removing the proposed increase in council-funded Unison hours and by allocating the unused reserves from the 2016/17 Quick Wins budget instead of returning them to the capital reserve, so that there is no negative effect on the 2017/18 budget.*

The amendment was seconded by Councillor Guidera.

The Mayor then opened up the general debate on the proposed amendment and on the proposed substantive Budget report. The Full Council undertook a full and detailed debate on the Budget with Councillor Ayling, B J Burgess, R G Burgess, Burrett, Cheshire, Guidera, Irvine, Jones, Joyce, Lanzer, Lunnon and Mullins all spoke in the general debate.

At the conclusion of the discussion Members expressed their thanks and appreciation for the work carried out by Karen Hayes (Head of Finance, Revenues and Benefits), the Finance Division generally and the Budget Advisory Group (BAG).

The Mayor then called for a vote on the **Conservative amendment 1** as moved by Councillor Crow and seconded by Councillor Guidera. In accordance with the Local Authorities (Standing Orders) (England) (Amendment) Regulations 2014, the names of the Members voting for and against the Amendment to the Budget were recorded as set out below:-

Voting in Favour: Councillors: Belben, Dr Bloom, B J Burgess, R G Burgess, Burrett, Crow, Eade, Guidera, Lanzer, McCarthy, McCrow, Stone, Tarrant, Trussell and Vitler (15)

Voting Against: Councillors: Ayling, Cheshire, Irvine, Jones, Joyce, Lamb, Lunnon, Mullins, Pickett, Quinn, Rana, Sharma, Skudder, B A Smith, P C Smith, Stanley, Sudan, and Thomas. (18)

Abstentions: Councillors: None (0)

The Mayor declared the proposed Conservative amendment 1 had fallen – votes in favour 15, and votes against 18 with 0 abstention.

The Mayor then called for a vote on the **Substantive Budget report** and recommendation as moved by Councillor Lamb and seconded by Councillor Joyce. In accordance with the Local Authorities (Standing Orders) (England) (Amendment) Regulations 2014, the names of the Members voting for and against the Budget recommendations were recorded as set out below:-

Voting in Favour: Councillors: Ayling, Belben, Dr Bloom, B J Burgess, R G Burgess, Burrett, Cheshire, Crow, Eade, Guidera, Irvine, Jones, Joyce, Lamb, Lanzer, Lunnon, McCarthy, McCrow, Mullins, Pickett, Quinn, Rana, Sharma, Skudder, B A Smith, P C Smith, Stanley, Stone, Sudan, Tarrant, Thomas, Trussell and Vitler. (33)

Voting Against: Councillors: None (0)

Abstentions: Councillors: None (0)

The Mayor declared the recommendation was carried – votes in favour 33, and votes against 0 with 0 abstention.

RESOLVED

That the Full Council approves:

- 1) the proposed 2017/18 General Fund Budget including savings and growth as set out in section 6 and Appendix 1 and Appendix 2 of the report [FIN/401](#),
- 2) the proposed 2017/18 Housing Revenue Account Budget as set out in section 10 and Appendix 3 of the report [FIN/401](#),
- 3) the 2016/17 to 2019/20 Capital Programme and funding as set out in paragraph 11.5 of the report [FIN/401](#),
- 4) that the Council's share of Council Tax for 2017/18 be increased by 2.52% from £189.27 to £194.04 for a band D property as set out in paragraphs 5.5.1 and 13.3,
- 5) the Pay Policy Statement for 2017/2018 as outlined in paragraph 16.3 and Appendix 6 of the report [FIN/401](#).

84. Notice of Precept Cabinet – 8 February 2017 (Recommendation 3)

Councillor Lamb referred to the receipt of the Notice of Precept from the Police and Crime Commissioner for Sussex and West Sussex County Council, which had been circulated separately as Recommendation 3.

Moved by Councillor Lamb, seconded by Councillor Joyce and

Following approval of the Council's budget in Recommendation 2, and in accordance with the Local Authorities (Standing Orders) (England) (Amendment) Regulations 2014, the names of the Members voting for and against Recommendation 3 were recorded as set out below:-

Voting in Favour: Councillors: Ayling, Belben, Dr Bloom, B J Burgess, R G Burgess, Burrett, Cheshire, Crow, Eade, Guidera, Irvine, Jones, Joyce, Lamb, Lanzer, Lunnon, McCarthy, McCrow, Mullins, Pickett, Quinn, Rana, Sharma, Skudder, B A Smith, P C Smith, Stanley, Stone, Sudan, Tarrant, Thomas, Trussell and Vitler. (33)

Voting Against: Councillors: None (0)

Abstentions: Councillors: None (0)

The Mayor declared the recommendation was carried – votes in favour 33, and votes against 0 with 0 abstention.

RESOLVED

That the Full Council approves:

- 1) That it be noted that on 14 December 2016 the Leader of the Council under delegated powers calculated the Council Tax Base 2017/18 for the whole Council area as **33,893.5** [Item T in the formula in Section 31B of the Local Government Finance Act 1992, as amended (the "Act")]; and
- 2) That the Council Tax requirement for the Council's own purposes for 2017/18 is calculated at £6,576,695
- 3) That the following amounts be calculated for the year 2017/18 in accordance with Sections 31 to 36 of the Act:

(a)	£120,963,077	being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(2) of the Act taking into account all precepts issued to it by Parish Councils.
(b)	£114,386,382	being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(3) of the Act.
(c)	£6,576,695	being the amount by which the aggregate at 3(a) above exceeds the aggregate at 3(b) above, calculated by the Council in accordance with Section 31A(4) of the Act as its Council Tax requirement for the year. (Item R in the formula in Section 31B of the Act).
(d)	£194.04	being the amount at 3(c) above (Item R), all divided by Item T (1(a) above), calculated by the Council, in accordance with Section 31B of the Act, as the basic amount of its Council Tax for the year (including Parish precepts).
(e)	£0	being the aggregate amount of all special items (Parish precepts) referred to in Section 34(1) of the Act.

(f)	£194.04	being the amount at 3(d) above less the result given by dividing the amount at 3(e) above by Item T (1(a) above), calculated by the Council, in accordance with Section 34(2) of the Act, as the basic amount of its Council Tax for the year for dwellings in those parts of its area to which no Parish precept relates.
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- 4) That it be noted that the County Council and the Police and Crime Commissioner for Sussex have issued precepts to the Council in accordance with Section 40 of the Local Government Finance Act 1992 for each category of dwellings in the Council's area as indicated in the table below.
- 5) That the Council, in accordance with Sections 30 and 36 of the Local Government Finance Act 1992, hereby sets the aggregate amounts shown in the table below as the amounts of Council Tax for 2017/18 for each part of its area and for each of the categories of dwellings.

COUNCIL TAX SCHEDULE 2017/18

	CRAWLEY BOROUGH COUNCIL	WEST SUSSEX COUNTY COUNCIL	POLICE AND CRIME COMMISSIONER FOR SUSSEX	TOTAL
BAND A	£129.36	£837.06	£102.61	£1,069.03
BAND B	£150.92	£976.57	£119.71	£1,247.20
BAND C	£172.48	£1,116.08	£136.81	£1,425.37
BAND D	£194.04	£1,255.59	£153.91	£1,603.54
BAND E	£237.16	£1,534.61	£188.11	£1,959.88
BAND F	£280.28	£1,813.63	£222.31	£2,316.22
BAND G	£323.40	£2,092.65	£256.52	£2,672.57
BAND H	£388.08	£2,511.18	£307.82	£3,207.08

- 6) That it be determined in accordance with Section 52ZB Local Government Finance Act 1992 that the Council's basic amount of Council Tax for 2017/18 is NOT excessive in accordance with principles approved by the Secretary of State under Section 52ZC of the Act.

**85. 2017/18 Budget Monitoring - Quarter 3
Cabinet – 8 February 2017 (Recommendation 5)**

The Cabinet considered report [FIN/403](#) of the Head of Finance, Revenues and Benefits. Councillor Lamb moved the report and its recommendations, which was seconded by Councillor Joyce.

Councillor Crow moved **Conservative Amendment 2** in relation to the 2017/18 Budget Monitoring report. The amendment read:

Conservative Amendment 2

Recommendation 5, Part 1) – *'To ring fence the £1.247m allocated for the Environmental Improvements Budget to ensure it is used for increasing neighbourhood parking provision in areas of need, and as a result, invite councillors and residents to submit residential streets for consideration for future schemes.'*

The amendment was seconded by Councillor Burrett and Councillors Dr Bloom, B J Burgess Guidera, Jones, Lamb, Lanzer, Lunnon, B A Smith Stanley and Thomas also spoke on the proposed amendment.

A recorded vote was requested on the proposed **Conservative Amendment 2**.

Voting in Favour: Councillors: Belben, Dr Bloom, B J Burgess, R G Burgess, Burrett, Crow, Eade, Guidera, Lanzer, McCarthy, McCrow, Stone, Tarrant, Trussell and Vitler (15)

Voting Against: Councillors: Ayling, Cheshire, Irvine, Jones, Joyce, Lamb, Lunnon, Mullins, Pickett, Quinn, Rana, Sharma, Skudder, B A Smith, P C Smith, Stanley, Sudan, and Thomas. (18)

Abstentions: Councillors: None (0)

The Mayor declared the proposed amendment has fallen – votes in favour 15, and votes against 18 with 0 abstention.

Councillors Lanzer and Mullins then spoken on the substantive report. Councillor Lamb moved the substantive report and its recommendations, which was seconded by Councillor Joyce.

RESOLVED

That the Full Council approves:

- 1) the Treasury Prudential Indicators and the Minimum Revenue Provision (MRP) Statement contained within Section 5 of the report [FIN/404](#);
- 2) the Treasury Management Strategy contained within Section 6 of the report [FIN/404](#);

- 3) the Investment Strategy contained within Section 7, and the detailed criteria included in Appendix 3 of the report [FIN/404](#);

86. Duration of the Meeting (Guillotine)

As the business had not been completed within the two and a half hours specified within Council Procedure Rule 2.2, the Mayor required the Full Council to consider if it wished to continue with the meeting, and having put it to the Council, the meeting was continued for an additional period not exceeding 30 minutes.

87. Crawley Town Hall Site Redevelopment Scheme Cabinet – 8 February 2017 (Recommendation 6)

The Cabinet Member for Resources presented report DCE/02 of the Deputy Chief Executive, which sought approval in the principle for the significant redevelopment of the current Crawley Town Hall Site. It was noted that the report had been considered by the Cabinet on 8 February 2017 and by the Overview and Scrutiny Commission at its meeting on 6 February 2017

Councillor Crow moved **Conservative Amendment 3** in relation to the Crawley Town Hall Site Redevelopment Scheme report. The amendment read:

Conservative Amendment 3

Recommendation 6, part 3)

The funding as set out in Report DCE/02, with the exception of using the Environmental Improvement Budget to fund the District Heat Network, by seeking alternative capital funding, so that the Environmental Improvements Budget can be used to increase neighbourhood parking provision in badly affected areas in Crawley.

The amendment was seconded by Councillor Stone.

A recorded vote was requested on the proposed **Conservative Amendment 3**.

Voting in Favour: Councillors: Belben, Dr Bloom, B J Burgess, R G Burgess, Burrett, Crow, Eade, Guidera, Lanzer, McCarthy, McCrow, Stone, Tarrant, Trussell and Vitler (15)

Voting Against: Councillors: Ayling, Cheshire, Irvine, Jones, Joyce, Lamb, Lunnon, Mullins, Pickett, Quinn, Rana, Sharma, Skudder, B A Smith, P C Smith, Stanley, Sudan, and Thomas. (18)

Abstentions: Councillors: None (0)

The Mayor declared the proposed amendment has fallen – votes in favour 15, and votes against 18 with 0 abstention.

88. Duration of the Meeting (Guillotine)

As the business had not been completed within the additional period of 30 minutes after the vote on continuation, and in line with Council Procedure Rule 2.2, the Mayor required the Full Council to consider if it wished to continue with the meeting and having

put it to the Council, the meeting was continued for an additional period not exceeding 30 minutes.

**89. Crawley Town Hall Site Redevelopment Scheme
Cabinet – 8 February 2017 (Recommendation 6) – *Continued***

The Mayor opened the debate up for discussion on the substantive report and recommendations in relation to the Crawley Town Hall Site Redevelopment Scheme. Councillors Dr Bloom, B J Burgess, Burrett, Crow, Guidera, Lamb, Lanzer, Lunnon, Skudder, B Smith, and P Smith all spoke during the lengthy debate on the substantive report.

Councillor Lamb moved the substantive report and its recommendations, which was seconded by Councillor Skudder and a recorded vote was requested on the substantive recommendations.

Voting in Favour: Councillors: Ayling, Dr Bloom, Cheshire, Crow, Guidera, Irvine, Jones, Joyce, Lamb, Lanzer, Lunnon, McCarthy, McCrow, Mullins, Pickett, Quinn, Rana, Sharma, Skudder, B A Smith, P C Smith, Stanley, Stone, Sudan, Tarrant, Thomas and Vitler. (27)

Voting Against: Councillors: Belben, B J Burgess, Burrett, and Eade (4)

Abstentions: Councillors: None (0)

The Mayor declared the recommendation was carried – votes in favour 27, and votes against 4 with 0 abstention.

RESOLVED

That the Full Council:

1) approves the agreement to:

- the development and submission of a planning application to redevelop the Town Hall site and the adjacent decked car park site generally in accordance with the master plan in Appendix A of report DCE/02 to provide approximately 250 residential units (of which 40% should be affordable housing), a new town hall, commercial office space above the town hall, a site and phase 1 of a District Heat Network, a public square, enhancements to Exchange Road car park and additional parking spaces. The planning application for the redevelopment of the site is likely to be submitted by the landowner of the adjacent decked car park site, Haywards Heath Investments (LDA), or their developer, Westrock, but the application may be in joint names with the Council.
- the Council becoming the landlord of the commercial office space above the proposed Town Hall
- the Council ensuring that the District Heat Network is capable of being extended to other sites in the town centre
- the upgrading of Exchange Road car park as part of the redevelopment
- the Council being provided with additional car parking spaces as a result of additional land from Haywards Heath Investments (LDA) forming part of the redevelopment proposals.

- 2) approves the funding as set out in the Report DCE/02
- 3) notes and agrees the potential operational implications of the redevelopment for customers, members of the Council, staff and the community in the proposed new Town Hall and during the construction phase.
- 4) delegates to the Deputy Chief Executive, in consultation with the Leader, Cabinet Member for Resources, Head of People & Technology and Head of Partnership Services, any operational changes in service delivery, together with the building/site layout and design of the Town Hall and multi storey car park, including internal layout and finishes. These decisions will only be made following staff and member consultation.
- 5) delegates the negotiation of the terms of the relevant legal documentation to the Deputy Chief Executive in consultation with the Head of Legal and Democratic Services, the Head of Finance, Revenues and Benefits and with the Leader of the Council. Further that, subject to the satisfactory negotiation of terms of the proposed redevelopment in favour of the Council to delegate the approval of the Final legal documentation necessary to secure the proposed redevelopment to the Deputy Chief Executive, the Head of Legal and Democratic Services, the Head of Finance, Revenue and Benefits in consultation of the Leader of the Council.
- 6) delegates to the Deputy Chief Executive and the Head of Legal and Democratic Services the authorisation to seal and complete the legal documentation on behalf of the Council.
- 7) notes the implications of the proposed Town Centre District Heat Network and subject to demand and business case, the potential future capital implications of expanding the network in due course.

90. Interim Appointments of Acting Chief Executive, Head of Paid Service, Returning Officer and Electoral Registration Officer (Recommendation 7)

The Full Council considered the report as contained within the agenda for the interim appointments of Acting Chief Executive, Head of Paid Service, Returning Officer, Electoral Registration Officer and Deputy Electoral Registration Officer. Councillor Lamb moved the recommendation and was seconded by Councillor Joyce.

RESOLVED

That the Full Council:

- 1) appoints Peter Browning (Deputy Chief Executive) as the Acting Chief Executive and Head of Paid Service, until a newly appointed Chief Executive is in post.
- 2) appoints Ann-Maria Brown, (Head of Legal and Democratic Services) as the Council's Returning Officer and Electoral Registration Officer, until a newly appointed Chief Executive is in post.
- 3) appoints Andrew Oakley (Electoral Services Manager) as the Council's Deputy Electoral Registration Officer.

- 4) approves 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

91. Members' Written Questions

Members' written questions, together with the answers, were tabled as follows:-

Questioner	Councillor Irvine.
Addressed to	Cabinet Member for Housing.
Subject	Sale of Council Houses.

Questioner	Councillor Irvine.
Addressed to	Cabinet Member for Leader of the Council
Subject	HRA and housing expenditure

Questioner	Councillor Burrett
Addressed to	Cabinet Member for Housing.
Subject	Delivery of the 40% affordable housing as required in the Local Plan

Questioner	Councillor Jaggard
Addressed to	Cabinet Member for Planning and Economic Development:
Subject	Parking bays for housing units with the Town Centre

Questioner	Councillor Crow
Addressed to	Cabinet Member for Resources
Subject	Freedom of Information Requests

92. Announcements by Cabinet Members

No announcements were made by the Cabinet.

93. Questions to Cabinet Members

Name of Councillor asking Question Subject	Name of Cabinet Member(s) Responding
Councillor B A Smith to the Leader of the Council <i>Will the Leader write to West Sussex County Council over where we as a Town in terms of care beds available for those residents that leave hospital, but still require care?</i>	Councillor Lamb – <i>(Leader of the Council)</i> <i>I will certainly write to West Sussex on this matter.</i>

<p>Councillor Vitler to the Cabinet Member for Planning and Economic Development</p> <p><i>What support is being provided to minimise the disruption to the stores in Queens Square as the regeneration work to the square is taking place?</i></p>	<p>Councillor P C Smith – (Cabinet Member for Planning and Economic Development).</p> <p><i>We have met with all the retailers in Queens Square and the Queensway. We have a successful Town Centre Partnership. There is a dedicated website that keeps up-to-date news on the works. There has been one or two businesses that have had some concerns about the impact of the work and we have been working with them directly.</i></p>
<p>Councillor Crow to the Cabinet Member for Resources</p> <p><i>Is he concerned with the results of the recent staff survey, which over ¼ of staff felt that they couldn't raise areas of concern with their line manager?</i></p>	<p>Councillor Skudder – (Cabinet Member for Resources)</p> <p><i>Not all staff are happy and I personally have some concerns with the findings of the survey. I am taking steps to look at what could be done to improve staff's happiness generally. Hopefully the decisions taken tonight to build a new Town Hall with a better working environment will help with staff morale, by having a better place to work. So yes, I do share some of your concerns.</i></p>
<p>Councillor Irvine to the Cabinet Member for Wellbeing</p> <p><i>Will the Cabinet Member please keep a watching brief over the heritage feature in Broadfield park, the pear arch that has been around for 100 years, which has recently been subject to some vandalism?</i></p>	<p>Councillor Mullins – (Cabinet Member for Wellbeing)</p> <p><i>Thank you for bringing it to my attention. I was not aware of the arch, but I will go and visit it and will work with officer's to ensure that it remains as you say, it should be a heritage feature of both Broadfield Park and the Town.</i></p>
<p>Councillor Stone to the Cabinet Member for Environmental Services and Sustainability</p> <p><i>Are you aware of the sheer number of rubber bands being dropped/ discarded by Royal Mail postmen across the town as they do their rounds and would he raise the issue with the Royal Mail bosses?</i></p>	<p>Councillor Thomas – (Cabinet Member for Environmental Services and Sustainability)</p> <p><i>I was not aware of this issue and it has not been high on my list of issues. However I will speak to officers on this matter to look at the best way of communicating with the Royal Mail over this issue.</i></p>

<p>Councillor Burrett to the Leader of the Council</p> <p><i>Does he feel that the 40% target of affordable homes as set in our local Plan, was still realistic, considering the answer supplied to written councillor question submitted on the same issue</i></p>	<p>Councillor Lamb – (Leader of the Council)</p> <p>The whole point of having 40% level set within the Local Plan for affordable housing, was it was our aspiration on what we should aim to achieve of the level of affordable housing that we find acceptable within any development. Yes, we aren't always able to achieve that level. However realistically if we had set a lower level, i.e. 30% we would then likely be achieving an even lower level to that 30%, as developers would say that figure was not financially achievable. 40% affordable housing should be our aim on all developments and we do push for that level.</p>
<p>Councillor Guidera to the Cabinet Member for Public Protection and Community Engagement</p> <p><i>Following the recent rape conviction and other criminal events that have occurred in and surrounding Goffs Park, what has and what can the Council do to make Goffs Park a safer place for our residents?</i></p>	<p>Councillor Jones – (Cabinet Member for Public Protection and Community Engagement)</p> <p><i>We take those issues extremely seriously, yes there has been a number of incidents near and in Goffs Park in recent years. I've kept in contact with Crawley District Commander on matters linked to our Parks.</i></p> <p><i>The long and short of it was, that some of the incidents happen at the middle of the Park at night. This makes it difficult to scrutinise anything practically, as people should not be using the park at that time. The Police have increased their patrols on the Horsham Road and they keep a close eye on the Goffs Park entrance as part of their patrol.</i></p> <p><i>If you have any specific concerns, I'm happy to speak to you in private on this matter.</i></p>

94. Questions to Committee Chairs

There were no questions asked to the Committee Chairs.

95. Closure of Meeting

The meeting ended at 11.03pm

R Sharma
Mayor

Appendix A

Members' Disclosures of Interests

Member	Agenda Item No.	Name and date of Cabinet/ Committee and Minute No.	Page No.	Subject or Planning Application No.	Type and Nature of Disclosure.
Councillor R A Lanzer	3	Full Council 23 February 2017 Minute 75	2	Communications	Personal Interest as a Member of West Sussex County Council.
Councillor P C Smith	7(1)(c)	Planning Cttee- 3 January 2017 Minute 50	41	CR/2016/0501/FUL Wingspan Field and Part of Donkey Field, Betts Way, Langley Green, Crawley.	Personal Interest as he was a Local Authority Director of the Manor Royal Business Improvement District and was the Cabinet Member for Planning and Economic Development.
Councillor P C Smith	7(1)(c)	Planning Cttee- 3 January 2017 Minute 50	42	CR/2016/0502/FUL . Donkey Field, Betts Way, Langley Green, Crawley.	Personal Interest as he was a Local Authority Director of the Manor Royal Business Improvement District and was the Cabinet Member for Planning and Economic Development.
Councillor P C Smith	7(1)(c)	Planning Cttee- 3 January 2017 Minute 50	48	CR/2016/0722/FUL Land at Faraday Road, Northgate, Crawley	Personal Interest as he was a Local Authority Director of the Manor Royal Business Improvement District and was the Cabinet Member for Planning and Economic Development.
Councillor P C Smith	7(1)(c)	Planning Cttee- 3 January 2017 Minute 50	48	CR/2016/0820/FUL Fleming House, Fleming Way, Northgate, Crawley	Personal Interest as he was a Local Authority Director of the Manor Royal Business Improvement District and was the Cabinet Member for Planning and Economic Development.

Ann-Maria Brown, Head of Legal and Democratic Services	7(1)(c)	Planning Cttee- 3 January 2017 Minute 50	43	CR/2016/0838/FUL 5 Perryfield Road, Southgate, Crawley.	Personal Interest - knew one of the objectors who was addressing the Committee on this application. Ann-Maria Brown left the meeting before the presentation and took no part in the discussion on the item.
Ann-Maria Brown, Head of Legal and Democratic Services	7(1)(c)	Planning Cttee- 3 January 2017 Minute 50	43	CR/2016/0839/FUL 13 Perryfield Road, Southgate, Crawley.	Personal Interest - knew one of the objectors who was addressing the Committee on this application. Ann-Maria Brown left the meeting before the presentation and took no part in the discussion on the item.
Councillor R A Lanzer	7(1)(d)	Overview and Scrutiny Commission Monday 9 January 2017 Minute 69	51	Transformation Update – Sheltered Housing Redesign	Personal Interest as a Member of West Sussex County Council.
Councillor R D Burrett	7 (1) (d)	Overview and Scrutiny Commission – 9 January 2017 – Minute 69	51	Transformation Update – Sheltered Housing Redesign	Personal Interest as a Member of West Sussex County Council.
Councillor R D Burrett	7 (1) (d)	Overview and Scrutiny Commission – 9 January 2017 – Minute 71	53	Health and Adult Social Care Select Committee (HASC)	Personal Interest as a Member of West Sussex County Council.
Councillor P C Smith	7(1)(e)	Planning Committee 30 January 2017 Minute 56	57	CR/2016/0864/NCC The Cooperative Food, Balcombe Road, Pound Hill, Crawley.	Personal Interest as he was a Member of the Cooperative Party.
Councillor P C Smith	7(1)(e)	Planning Committee 30 January 2017 Minute 56	58	CR/2016/0932/FUL Papergraphics Ltd, Diva Innovation Centre, Crompton Way, Northgate, Crawley	Personal Interest as he was a Local Authority Director of the Manor Royal Business Improvement District and was the Cabinet Member for Planning and Economic Development.

Full Council Meeting (74)
Wednesday 22 February 2017

Councillor R A Lanzer	7(1)(f) 7(1)(g) and 8	Overview and Scrutiny Commission Monday 6 February 2017 Minute 77 & Cabinet – 8 February 2017 Minute 47	60 & 65	2017/18 Budget and Council Tax	Personal Interest – Member of LGPS
Councillor P K Lamb	7(1)(f) 7(1)(g) and 8	Overview and Scrutiny Commission Monday 6 February 2017 Minute 77 & Cabinet – 8 February 2017 Minute 47	60 & 65	2017/18 Budget and Council Tax	Personal Interest as a Member of West Sussex County Council.
Councillor M G Jones	7(1)(f) 7(1)(g) and 8	Overview and Scrutiny Commission Monday 6 February 2017 Minute 77 & Cabinet – 8 February 2017 Minute 47	60 & 65	2017/18 Budget and Council Tax	Personal Interest as a Member of West Sussex County Council.
Councillor B A Smith	7(1)(f) 7(1)(g) and 8	Overview and Scrutiny Commission Monday 6 February 2017 Minute 77 & Cabinet – 8 February 2017 Minute 47	60 & 65	2017/18 Budget and Council Tax	Personal Interest as a Member of West Sussex County Council.
Councillor J Stanley	7(1)(g) and 8	Cabinet – 8 February 2017 Minute 47	65	2017/18 Budget and Council Tax	Personal Interest – Council house tenant.
All Officers attending this meeting of the Full Council.	7(1)(f), 7(1)(g) and 8	Overview and Scrutiny Commission Monday 6 February 2017 Minute 77, & Cabinet – 8 February 2017 Minute 47	60 & 65	2017/18 Budget and Council Tax	Personal Interest, as Officers of the Council in relation to the Pay Policy Statement.
Councillor M G Jones	7(1)(g) and 8	Cabinet – 8 February 2017 Minute 49	68	2016/2017 Budget Monitoring – Quarter 3	Personal Interest as a Member of West Sussex County Council.

Full Council Meeting (75)
Wednesday 22 February 2017

Councillor P K Lamb	7(1)(g) and 8	Cabinet – 8 February 2017 Minute 49	68	2016/2017 Budget Monitoring – Quarter 3	Personal Interest as a Member of West Sussex County Council.
Councillor R A Lanzer	7(1)(g) and 8	Cabinet – 8 February 2017 Minute 49	68	2016/2017 Budget Monitoring – Quarter 3	Personal Interest as a Member of West Sussex County Council.
Councillor B A Smith	7(1)(g) and 8	Cabinet – 8 February 2017 Minute 49	68	2016/2017 Budget Monitoring – Quarter 3	Personal Interest as a Member of West Sussex County Council.
Ann-Maria Brown, Head of Legal and Democratic Services	9	Full Council Agenda	3	Interim Appointments of Acting Chief Executive, Head of Paid Service, Returning Officer and Electoral Registration Officer	Personal & Prejudicial Interest – As one of the nominations for appointments
Peter Browning Deputy Chief Executive	9	Full Council Agenda	3	Interim Appointments of Acting Chief Executive, Head of Paid Service, Returning Officer and Electoral Registration Officer	Personal & Prejudicial Interest – As one of the nominations for appointments