

Crawley Borough Council

Agenda of the Full Council

To: The Mayor and Councillors

You are summoned to attend a meeting of the **Full Council** which will be held in **Council Chamber - Town Hall**, on **Friday, 24 May 2019 at 7.30 pm**

Nightline Telephone No. 07881 500 227



Head of Legal, Democracy and HR

Please contact Democratic Services if you have any queries regarding this agenda.
democratic.services@crawley.gov.uk

Published 16 May 2019

Duration of the Meeting

If the business of the meeting has not been completed within two and a half hours (normally 10.00 pm), 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 not exceeding 30 minutes. A vote will be taken and a simple majority in favour will be necessary for the meeting to continue.

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The order of business may change at the Mayor's discretion

Part A Business (Open to the Public)

	Pages
1. Election of Mayor 2019/2020	
To elect a Mayor for the Council year 2019/ 2020.	
2. Election of Deputy Mayor 2019/ 2020	
To elect a Deputy Mayor for the Council year 2019/ 2020.	
3. Election of Youth Mayor and Youth Deputy Mayor 2019/ 2020	
The Mayor will call up the newly elected Youth Mayor to the top table to present the Chain of Office, and the newly elected Youth Deputy Mayor to present the Badge of Office. On behalf of the Council, the Mayor will convey his congratulations to both upon their election.	
4. Vote of Thanks and Presentation of Badges to Retiring Mayor and Mayor's Consort	
Vote of thanks to retiring Mayor and Mayor's Consort	
5. Apologies for Absence	
To receive any apologies for absence.	
6. Disclosures of Interest	
In accordance with the Council's Code of Conduct, Councillors of the Council are reminded that it is a requirement to declare interests where appropriate.	
7. Announcements	
To receive any announcements from the newly elected Mayor or the Chief Executive.	
8. Minutes	5 - 18
To approve as a correct record the minutes of the meeting of the Full Council held on 3 April 2019.	
9. Results of Elections 2019	19 - 32
To receive the Returning Officer's report on the results of the Borough elections held on 2 May 2019, LDS/150.	
10. Proposed Cabinet and their Portfolio Holder Responsibilities	33 - 44
To note report LDS/151 from the Leader of the Council, which details the Cabinet and their Portfolio Holder responsibilities along with their	

	Pages
appointments to Outside Bodies related to their Portfolios.	
Appendix A also contains the Terms of Reference and Appointments for the Cabinet's Advisory, Working Groups and Member Development Executive Support Group 2019/ 2020. <i>(The nominations of which had been sought from each of the Group Leaders.)</i>	
11. Review of Political Proportionality, Constitution of Committees and Appointments to Outside Organisations 2019/ 2020	45 - 56
To consider report LDS/152 of the Head of Legal, Democracy and HR.	
12. Supplemental Agenda	
Any urgent item(s) complying with Section 100(B) of the Local Government Act 1972.	

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Crawley Borough Council

Minutes of Full Council

Wednesday, 3 April 2019 at 7.30 pm

Councillors Present:

C Portal Castro (Mayor)

T Rana (Deputy Mayor)

M L Ayling, A Belben, T G Belben, N J Boxall, B J Burgess, R G Burgess, R D Burrett, C A Cheshire, D Crow, C R Eade, R S Fiveash, F Guidera, I T Irvine, K L Jaggard, M G Jones, P K Lamb, R A Lanzer, T Lunnon, S Malik, K McCarthy, D M Peck, A Pendlington, M W Pickett, B J Quinn, R Sharma, A C Skudder, B A Smith, P C Smith, K Sudan, J Tarrant, G Thomas, L Vitler and L Willcock

Also in Attendance:

Mr Peter Nicolson

Officers Present:

Natalie Brahma-Pearl	Chief Executive
Ann-Maria Brown	Head of Legal, Democracy and HR
Chris Pedlow	Democratic Services Manager
Ian Duke	Deputy Chief Executive
Heather Girling	Democratic Services Officer

Apologies for Absence:

Councillors C J Mullins and M A Stone

Two Minutes' Silence

The Mayor asked all present at the meeting to observe a two Minute's silence, as a mark of respect and sympathy for the victims and their families, who suffered as a result of the atrocities which took in New Zealand on 15 March 2019.

1. Disclosures of Interest

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

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2. Communications

The Mayor, on behalf of the Full Council wished Councillors Boxall, Cheshire, Quinn, Skudder and Tarrant all the very best for the future as they would not be standing again as Borough Councillors. He thanked them all for their service to the Town. Councillors of both political groups took the opportunity to convey their thanks for the support provided and work undertaken throughout the years.

The Mayor then provided the Full Council with a brief update of the brief update of the Mayoral events he had attended since the last meeting including helping to present the restored George Hotel sign to Crawley Museum, attending Crawley Community Awards and meeting the Mayor of Madeira which helped to provide a greater understanding of the links between Crawley and Madeira together with highlighted many of the town's assets and achievements including Tilgate Park, the town centre and Manor Royal.

3. Public Question Time

There were no questions from the public.

4. Minutes

The minutes of the meeting of the Full Council held on 27 February 2018 were approved as a correct record and signed by the Mayor subject to the following two changes.

1. That the word "investigation" be deleted and replaced with the word 'investigate' in the initial response by Councillor Lamb to the Public Question, page 6 in Minute 3 (Public Question Time).

2. That the first table on page 15, Minute 8 (2019/20 Budget and Council Tax - (Recommendation 1) - Cabinet – 6 February 2019) be replaced with the table set out below as the line in grey below was incorrect in the minutes contained in the Agenda.

	2018/19 £'000s	2019/20 £'000s	2020/21 £'000s	2021/22 £'000s	Total £'000s
Existing Programme (agrees with Q3 elsewhere on this Agenda)	47,933	65,425	33,777	4,199	151,334
Housing Programmed repairs Adjustment to the Budget Required (Appendix 3(i))		600		9,030	9,630
Purchase of properties (Appendix 3(i))		320	-1,000	1,000	320
Town Hall – prelims (para 11.2)		3,000			3,000
Telford Place (para 11.3) – additional HRA borrowing				9,000	9,000
Purchase of Investment properties		7,000			7,000

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<u>New Schemes</u>					
ICT Transformation		461			461
Purchase of Edinburgh House, Broadfield		3,500			3,500
Provision of New Integrated Housing database		75	400	67	542
	47,933	80,381	33,177	23,296	184,787
					47,933

5. Items for debate (Reserved Items)

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

Agenda Page no.	Committee/ Minute no. (and the Group reserving the item for Debate)	Subject (Decisions previously taken under delegated powers, reserved for debate only).	Subject (Recommendation to Council, reserved for debate)
p.31	Governance Committee, 5 March 2019 Minute 4 <i>Labour Group</i>	Update Report on Standards, Including the Review of Local Government Ethical Standards by the Committee on Standards in Public Life	
p.49	Cabinet, 13 March 2019 Minute 7 <i>Labour Group and Conservative Group</i>	Social Mobility Scrutiny Panel Final Report	
p.52	Cabinet, 13 March 2019 Minute 7 <i>Conservative Group</i>	Irrecoverable Debts 2018/19	

6. Minutes of the Cabinet, Overview and Scrutiny Commission and Committees

- 1) Moved by Councillor Rana (as the Deputy Mayor):-

RESOLVED

That the following reports be received:

- Governance Committee – 5 March 2019
- Overview and Scrutiny Commission – 11 March 2019
- Planning Committee – 12 March 2019
- Cabinet – 13 March 2019

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- Audit Committee – 19 March 2019
- 2) That the recommendations contained in the reports on the following matters, which had not been reserved for debate, be adopted:-

Constitutional Amendments for Development Consent Orders and Planning Performance Agreements – Governance Committee – 5 March 2019 (Recommendation 1)

The Full Council considered report PES/315 of the Head of Planning and Economy, which had previously considered Governance Committee on 5 March 2019.

RESOLVED

That the Full Council to approve the following changes to the Constitution:

- a) An additional responsibility for decision making be allocated to the Planning Committee (with a presumption that the matter be recommended to Full Council unless timescales were prohibitive):
“Where a Written Representation is to be provided to a Development Consent Order Application Process, if the Council is a host authority”;
- b) That all other responses, decisions and actions during the Development Consent Order application process including The Examination are delegated to the Head of Economy and Planning;
- c) That the negotiation and completion of development consent obligations (Section 106 planning agreements) are delegated to the Head of Economy and Planning;
- d) That any subsequent responses to non-material and material changes are delegated to the Head of Economy and Planning;
- e) That decisions on the discharge of Requirements are delegated to the Head of Economy and Planning;
- f) That power to take enforcement action under Part 8 of The Planning Act 2008 is delegated to the Head of Economy and Planning and The Head of Legal, Democracy and HR;
- g) That Planning Performance Agreements are negotiated and agreed by the Head of Economy and Planning

Changes to the Constitution – Governance Committee – 5 March 2019 (Recommendation 2)

The Full Council considered report LDS/149 of the Head of Legal, Democracy and HR, which had previously considered Governance Committee on 5 March 2019.

RESOLVED

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That the Full Council to approve the following changes to the Constitution:

<u>Function</u>	<u>Proposed amendment</u>	<u>Reason for amendment</u>
Part 3: Scheme of Delegation - Terms of Reference: General Conditions (Page 55) (Iain Pocknell)	Where appropriate: <ul style="list-style-type: none">Deleted wording is shown as crossed throughAdditional wording is shown in bold Add the following wording to the beginning of the Scheme of Delegation - Terms of Reference: General Conditions: "Reference to any EU legislation will be taken to include any such transitional arrangements and/or legislation put in place in relation to Brexit".	To ensure that officers' powers are in place from 29 th March 2019 (intended date of Brexit).

7. Update Report on Standards, Including the Review of Local Government Ethical Standards by the Committee on Standards in Public Life - Governance Committee, 5 March 2019

Councillor Thomas, on behalf of the Labour Group, stated that the rationale for bringing forward this item. It was believed that it was a matter of public record that two complaints had been made against Councillors which had been upheld and sanctions applied. It was questioned whether sanctions were applied and adhered to by those whom against the complaints were made. In response Councillor Lunnon as Chair of the Governance Committee which oversees the standards process confirmed that a report had been provided on Councillors who had breached the code of conduct since the new system had been in place. This had been published in the council's [Councillor's Information Bulletin](#). Whilst Councillor Lunnon could not provide all the details he hoped that all Councillors would agree to the findings of the Independent Person given their balanced view and judgement.

8. Social Mobility Scrutiny Panel Final Report - Cabinet, 13 March 2019

Councillor Sudan, on behalf of the Labour Party, explained the rationale for bringing forward this item for debate. She thanked the Panel Members and officers for their work undertaken on scrutiny review which was acknowledged as having a broad scope. The Panel had focused on where it could add value to improve the life changes of those growing up in the town. It was hoped the recommendations addressed some of the concerns around the low level of social mobility and assisted in achieving success in whatever way it could be achieved for individuals.

Councillors Guidera, Thomas, Lanzer and P. Smith also spoke on the subject.

Councillor Lamb responded on this item adding that he had requested the Scrutiny Review following the Government's Social Mobility Commission highlighted the

borough as the worst in the South East. He commended the work of the Panel and Officers, focusing on where the Council can add value and influence, with particular attention on where there has been impact on people's lives. It was recognised that the successful delivery of many of the recommendations would require co-operation, effort and effective communication between CBC, WSCC and the business and voluntary sector.

9. Irrecoverable Debts 2018/19 - Cabinet, 13 March 2019

Councillor Crow, on behalf of the Conservative Group, explained the rationale for bringing forward this item for debate. Councillor Crow expressed concern for the large amounts shown within the report and questioned what measures could be used earlier in the process.

Councillors Tina Belben also spoke on the subject.

Councillor Lamb responded on this item and mentioned that it was a known fact that retail was a struggling industry and whilst items unfortunately occasionally had to be written off the council had one of the best recovery rates in the country.

10. Notice of Motion 1- Helping Vulnerable Crawley Families Motion

The Council considered the Notice of Motion 1 'Helping Vulnerable Crawley Families Motion' as set out in the Full Council's agenda. The Motion was moved and presented by Councillor Lamb and seconded and supported by Councillor Jones.

During the debate on the Motion Councillors Thomas, Quinn, Cheshire, and Sudan all spoke in support. Councillor Lamb also used his right to reply to speak at the end of the debate.

RESOLVED

Crawley Borough Council notes:

- That since 2012, 'Think Family' has provided key worker support to vulnerable families to prevent families breaking down and children being taken into care.
- That between 2012 and 2020 it is projected over 5,000 families will have made significant and sustained progress, many based here in Crawley.
- That the West Sussex County Council report 'Evaluating The Impact of The National Troubled Families Initiative (Think Family)' of May 2018 concluded that all the data showed that Think Family clearly 'improves sustainable outcomes.'
- That on the financial cost alone, the costs of preventing family breakdown are far smaller for the public sector as a whole than allowing the collapse of vulnerable families and the multi-agency costs created. The human cost is greater still.

Crawley Borough Council further notes:

- That West Sussex County Council has recently approved £4.9m to be cut from 'Integrated Prevention and Earliest Help', the budget Think Family is funded from.

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- That public services require money to function.

Crawley Borough Council calls upon:

- West Sussex County Council to commit to maintaining Think Family funding, enabling vulnerable Crawley families to stay together.

11. Councillors' Written Questions

Councillors' written questions, together with the answers, were published in advance of the start of the Meeting. The questions were as follows:-

Questioner Councillor Crow
Addressed to Cabinet Member for Planning and Economic Development
Subject(s) Expenditure and allocation of Section 106 monies

Questioner Councillor Eade
Addressed to Cabinet Member for Planning and Economic Development
Subject(s) Vandalism of the water feature in Queens Square

Questioner Councillor Crow
Addressed to Cabinet Member for Housing
Subject(s) Impact of the Spare Room Subsidy – *It was noted that the published response missed out the years referenced (2014 – 2018).*

12. Announcements by Cabinet Members

Cabinet Member	Subject
Councillor Thomas – <i>(Cabinet Member for Environmental Services and Sustainability).</i>	Informed the Full Council that the names of new streets and houses in Phase 2c of Forge Wood would be named in honour of those in Lowfield Heath that lost their lives in the First World War. The individuals were commemorated on the Roll of Honour which previously existed in the St Michael and All Angels Church at Lowfield Heath, part of the countryside closest to Forge Wood.

13. Questions to Cabinet Members

Name of Councillor asking Question	Name of Cabinet Member Responding
<i>Councillor Quinn to the Cabinet Member for Environmental Services and Sustainability</i>	<i>Councillor Thomas (Cabinet Member for Environmental Services and Sustainability)</i>
How many Fixed Penalty Notices have been issued in Queens Square?	Since 25 March 2019 there have been 13 fixed penalty notices issued. If individuals pay within a certain time the

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	amount is reduced otherwise full amount is £80
<p><i>Councillor Jaggard to the Leader of the Council</i></p> <p>Whilst researching on the internet there are a couple of publicly available documents (Construction Enquirer May 2018 and Commercial News Media June 2018), which state that the council is in partnership with Westrock for a £150m mixed use centre development. Bearing in mind the public have been informed on numerous occasions that the town hall part will be free, please can the Cabinet Member confirm how much of the £150m is going to be paid for by residents?</p> <p>Additionally it mentions that the redevelopment building contract will not be subject to open tender and has been awarded directly to a company called Haywards Heath Investments which is an offshore company based in Madeira. Can we be reassured that the absence of competition is not going to cost us more than is necessary?</p>	<p><i>Councillor Lamb – (Leader of the Council)</i></p> <p>I wouldn't believe everything you read on the internet. In terms of the exclusivity agreement, all documents have been signed in line with all council written policies. I do resent your attempts to bring incorrect figures into the public domain.</p>
<p><i>Councillor Irvine to the Cabinet Member for Planning and Economic Development</i></p> <p>Could the Cabinet Member comment on the amount of private investment that has taken place in Queens Square since the work has taken place there?</p>	<p><i>Councillor P Smith – (Cabinet Member for Planning and Economic Development)</i></p> <p>The infrastructure investment in Queens Square has been somewhat intangible to measure. However the total cost of the Queens Square regeneration was £3.2m whereas the investment return has been approximately £31m. 11 businesses have invested into the town with 141 additional jobs being provided in Queens Square. The Square has also attracted additional footfall and visitors.</p>
<p><i>Councillor Burrett to the Leader of the Council (in the absence of the Cabinet Member for Wellbeing)</i></p> <p>There is currently a large play area in Grattons Park which serves numerous residents. This play area was built in 2006 but has not been</p>	<p><i>Councillor Lamb – (Leader of the Council).</i></p> <p>I am quite happy to look at the play area. We are looking to upgrade all play areas but there is a list of priority areas. There is also S106 money coming in, that could be used for play areas.</p>

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<p>refurbished and is not currently on the development programme. Given the large number of the population that it covers and given equity across the town with other play areas being upgraded, would the Cabinet Member please look at the refurbishment programme and upgrading any of the equipment in line with other major neighbourhood play areas across the town?</p>	
<p><i>Councillor Crow to the Cabinet Member for Environmental Services and Sustainability</i></p> <p>We saw a press release issued regarding the reintroduction of fining for littering offences.</p> <p>If this had been brought in earlier following pressure, do you think this would have assisted in the reduction of litter?</p> <p>Would a press release be issued should the fixed penalty notices be revoked?</p>	<p><i>Councillor Thomas – (Cabinet Member for Environmental Services and Sustainability).</i></p> <p>The fixed penalty notices were introduced followed an evidence based exercise over a few months which it transpired that there was an increase in the amount of litter being dropped.</p>
<p><i>Councillor Guidera to the Cabinet Member for Planning and Economic Development</i></p> <p>The Goffs Park housing development is fantastic but it does run very close to St Wilfred's school and there is a lack of traffic enforcement. Please can we have more consideration of the parking when looking at these applications?</p>	<p><i>Councillor Peter Smith – (Cabinet Member for Planning and Economic Development)</i></p> <p>I believe you were at the Planning Committee where this application was discussed. There was a Highways Officer present and I believe issues were raised. Planning law is followed. WSCC Highways come to their conclusions and are responsible for traffic flows. When the site is finished it would be appropriate to review and that would be down to the operator of the site and WSCC Highways and I would urge you to raise it with both of them.</p>

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14. Questions to Committee Chairs

Name of Councillor asking Question	Name of Committee Chair Responding
<p><i>Councillor Peck to the Chair of the Planning Committee.</i></p> <p>On 13 February a letter was sent to NCP following a refusal at Planning Committee to refuse signage at Crosskeys Car Park. NCP were given 28 days to remove the signage. Just before the deadline NCP submitted a pre application providing them another 28 days. After this 28 days pre application period NCP submitted a full application which would give them a further 28 days to determine whether the signage is to be allowed or not.</p> <p>What is being done to stop NCP abusing Planning rules by erecting or installing street furniture without permission? Does Councillor Irvine agree with me that Crawley residents that are using NCP car parks deserve a better level of service and the owners of the car parks should be notified of the breaches as this car park is now known to be in administration and could cause harm should NCP be refused signage for the second time which could have financial implications?</p>	<p><i>Councillor Irvine – (Chair of the Planning Committee)</i></p> <p>Thank you for raising this item. I will feedback your concerns to the Planning Department and ask them to reply.</p> <p><i>Councillor Peter Smith – (Cabinet Member for Planning and Economic Development)</i></p> <p>I can assure you that the administration of the council's Planning Policy by Development Management is totally in accordance with the rules of the law. They are working very closely with NCP to resolve with issues and you are aware we have already rejected one application. At all times Development Management works fairly on behalf of residents and applicants.</p>
<p><i>Councillor McCarthy to the Chair of Licensing Committee</i></p> <p>Regarding the consultation on the taxi livery, to you appreciate the frustrations of the local taxi industry and apparent lack of progress? What actions are being taken to resolve this matter and when is the report expected to come to Licensing Committee?</p>	<p><i>Councillor Pickett – (Chair of the Licensing Committee)</i></p> <p>The next Licensing Committee is on 5 June and I understand that is when the report will be presented. In the meantime I understand a copy will be circulated to all license holders within the town so they can comment further on the report. I haven't seen it.</p>

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<p><i>Councillor Crow to the Chair of Licensing Committee</i></p> <p>Following on from Councillor McCarthy's question, is the June Licensing meeting when Councillors will first see the report?</p>	<p><i>Councillor Pickett – (Chair of the Licensing Committee)</i></p> <p>I don't know to be honest. The report was first sent to Counsel to seek advice as to its reporting route. We only received the advice yesterday but Counsel advised that it should come back to the Committee as it instigated the reporting process.</p>
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Closure of Meeting

Before closing the meeting the Mayor invited all Councillors, family and friends to an event at The Knight (formally The White Knight pub) on Worth Road, Pound Hill on Saturday 18 May. £5 entry fee on behalf of 'The Forget Me Nots' Charity.

With the business of the Full Council concluded, the Chair declared the meeting closed at 9.12 pm

C Portal Castro (Mayor)
Mayor

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Appendix A Declarations of Interest.

Councillor	Item	Meeting and Minute	Type and Nature of Disclosure
Councillor F Guidera	Employment & Skills Programme 2019-2024	Overview and Scrutiny Commission, 11 March 2019 Minute 4, page 36	Personal Interest – Recent employment with company who has contract with the Work and Health Programme
Councillor P Smith	Employment & Skills Programme 2019-2024	Overview and Scrutiny Commission, 11 March 2019 Minute 4, page 36	Personal Interest – a Local Authority Director of the Manor Royal Business Improvement District.
Councillor R Burrett	Social Mobility Scrutiny Panel Final Report	Overview and Scrutiny Commission, 11 March 2019 Minute 5, page 37	Personal and Non-Prejudicial Interest as Cabinet Member for Education and Skills at West Sussex County Council
Councillor D Crow	Social Mobility Scrutiny Panel Final Report	Overview and Scrutiny Commission, 11 March 2019 Minute 5, page 37	Personal Interest – Member of WSCC
Councillor R Lanzer	Social Mobility Scrutiny Panel Final Report	Overview and Scrutiny Commission, 11 March 2019 Minute 5, page 37	Personal Interest – Member of WSCC
Councillor M Jones	Social Mobility Scrutiny Panel Final Report	Overview and Scrutiny Commission, 11 March 2019 Minute 5, page 37	Personal Interest – Member of WSCC
Councillor R Burrett	Social Mobility Scrutiny Panel Final Report	Cabinet 13 March 2019 Minute 7, page 4	Personal and Non-Prejudicial Interest as Cabinet Member for Education and Skills at West Sussex County Council

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Councillor G Thomas	CR/2018/0079/FUL Car Park, The Broadway and St Johns Hall, High Street (South of Cross Keys), Northgate, Crawley	Planning Committee 12 March 2019 Minute 4, page 42	Personal Interest – Was a Council nominated member on the Central Crawley Conservation Area Advisory Committee, who had submitted a representation in relation to the application. He did not recall attending a meeting where the application had been discussed.
Councillor G Thomas	CR/2018/0546/OUT 3-7 Pegler Way, West Green, Crawley.	Planning Committee 12 March 2019 Minute 4, page 42	Personal Interest – Was a Council nominated member on the Central Crawley Conservation Area Advisory Committee, who had submitted a representation in relation to the application. He did not recall attending a meeting where the application had been discussed.
Councillor P Smith	Employment & Skills Programme 2019-2024	Cabinet 13 March 2019 Minute 6, page 48	Personal Interest – a Local Authority Director of the Manor Royal Business Improvement District.
Councillor I Irvine	Fraud and Investigation Team Report	Audit Committee 19 March 2019 Minute 3, page 56	Personal Interest – he had received a Council Tax Single Person Discount data match letter
Councillor M Jones	Notice Of Motion 1 – Helping Vulnerable Crawley Families Motion	Full Council, 3 April 2019, Agenda item 9, page 59	Personal Interest – Member of WSCC
Councillor R Burrett	Notice Of Motion 1 – Helping Vulnerable Crawley Families Motion	Full Council, 3 April 2019, Agenda item 9, page 59	Personal Interest – Member of WSCC and Non-Prejudicial Interest

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Councillor R Lanzer	Notice Of Motion 1 – Helping Vulnerable Crawley Families Motion	Full Council, 3 April 2019, Agenda item 9, page 59	Personal and Prejudicial Interest – Member of WSCC Cabinet.
Councillor F Guidera	Questions to Cabinet Members	Full Council, 3 April 2019, Agenda item 12.	Personal Interest – Family member attends St. Wilfred's

DECLARATION OF RESULT OF POLL

Crawley Borough Council

LDS/150**Election of Borough Councillors for**Bewbush & North Broadfield Ward
on Thursday 2 May 2019

I, Natalie Brahma-Pearl, being the Returning Officer at the above election, do hereby give notice that the number of votes recorded for each Candidate at the said election is as follows:

Name of Candidate	Description (if any)	Number of Votes*
AYLING, Marion	The Labour Party Candidate	1029 Elected
FIVEASH, Rory	The Labour Party Candidate	948 Elected
HERBERT, Joseph Anthony	Conservative Party Candidate	419
JONES, Michael Gerard	The Labour Party Candidate	873 Elected
KAIL, Richard Martin	Green Party	321
KHAN, Arshad	Justice Party	106
KHASSAL, Angela Mary	Conservative Party Candidate	325
SETFORD-THOMPSON, Janet Elizabeth	Legacy	108
SMITH, Sarah Ellen	Liberal Democrat	172
WAKELING, Nina Jane	Conservative Party Candidate	384

* If elected the word 'Elected' appears against the number of votes.

The number of ballot papers rejected was as follows:	Number of ballot papers
A want of an official mark	0
B voting for more Candidates than voter was entitled to	1
C writing or mark by which voter could be identified	0
D being unmarked or wholly void for uncertainty	17
E rejected in part	0
Total	18

Vacant Seats: 3

Electorate: 7250

Ballot Papers Issued: 1765

Turnout: 24.34%

Dated Tuesday 7 May 2019

Natalie Brahma-Pearl
Returning Officer

DECLARATION OF RESULT OF POLL

Crawley Borough Council

Election of Borough Councillors forBroadfield Ward
on Thursday 2 May 2019

I, Natalie Brahma-Pearl, being the Returning Officer at the above election, do hereby give notice that the number of votes recorded for each Candidate at the said election is as follows:

Name of Candidate	Description (if any)	Number of Votes*
FRANKS, Stefan Michael	Conservative Party Candidate	673
IRVINE, Ian	The Labour Party Candidate	1027 Elected
JALALDEEN, Irshad	Conservative Party Candidate	540
KNIGHT, Valerie Susan	Conservative Party Candidate	596
LUNNON, Timothy George	The Labour Party Candidate	868 Elected
RANA, Tahira	The Labour Party Candidate	807 Elected

* If elected the word 'Elected' appears against the number of votes.

The number of ballot papers rejected was as follows:	Number of ballot papers
A want of an official mark	0
B voting for more Candidates than voter was entitled to	9
C writing or mark by which voter could be identified	0
D being unmarked or wholly void for uncertainty	34
E rejected in part	0
Total	43

Vacant Seats: 3

Electorate: 7291

Ballot Papers Issued: 1778

Turnout: 24.39%

Dated Tuesday 7 May 2019

Natalie Brahma-Pearl
Returning Officer

DECLARATION OF RESULT OF POLL

Crawley Borough Council

Election of Borough Councillors for

Furnace Green Ward
on Thursday 2 May 2019

I, Natalie Brahma-Pearl, being the Returning Officer at the above election, do hereby give notice that the number of votes recorded for each Candidate at the said election is as follows:

Name of Candidate	Description (if any)	Number of Votes*
CROW, Duncan	Conservative Party Candidate	1119 Elected
DOBSON, Daniel James	The Labour Party Candidate	861
EADE, Carol Rosene	Conservative Party Candidate	1050 Elected
OLD, Angharad Dawn	Liberal Democrat	171
WILLCOCK, Laura-Lee	The Labour Party Candidate	693

* If elected the word 'Elected' appears against the number of votes.

The number of ballot papers rejected was as follows:	Number of ballot papers
A want of an official mark	0
B voting for more Candidates than voter was entitled to	8
C writing or mark by which voter could be identified	0
D being unmarked or wholly void for uncertainty	15
E rejected in part	0
Total	23

Vacant Seats: 2

Electorate: 4526

Ballot Papers Issued: 2080

Turnout: 45.96%

Dated Tuesday 7 May 2019

Natalie Brahma-Pearl
Returning Officer

DECLARATION OF RESULT OF POLL

Crawley Borough Council

Election of Borough Councillors for

Gossops Green & North East Broadfield Ward
on Thursday 2 May 2019

I, Natalie Brahma-Pearl, being the Returning Officer at the above election, do hereby give notice that the number of votes recorded for each Candidate at the said election is as follows:

Name of Candidate	Description (if any)	Number of Votes*
DICKSON, Iain Bradley Martin	Green Party	218
MARSHALL-ASCOUGH, Liam Stephen	Conservative Party Candidate	656 Elected
MULLINS, Christopher	The Labour Party Candidate	666 Elected
MULLINS, Susan	The Labour Party Candidate	605
SETFORD-THOMPSON, Neil James	Legacy	61
VITLER, Lisa Rosene	Conservative Party Candidate	598

* If elected the word 'Elected' appears against the number of votes.

The number of ballot papers rejected was as follows:	Number of ballot papers
A want of an official mark	0
B voting for more Candidates than voter was entitled to	7
C writing or mark by which voter could be identified	0
D being unmarked or wholly void for uncertainty	14
E rejected in part	0
Total	21

Vacant Seats: 2

Electorate: 4788

Ballot Papers Issued: 1580

Turnout: 33.00%

Dated Tuesday 7 May 2019

Natalie Brahma-Pearl
Returning Officer

DECLARATION OF RESULT OF POLL

Crawley Borough Council

Election of Borough Councillors for

Ifield Ward
on Thursday 2 May 2019

I, Natalie Brahma-Pearl, being the Returning Officer at the above election, do hereby give notice that the number of votes recorded for each Candidate at the said election is as follows:

Name of Candidate	Description (if any)	Number of Votes*
ASHRAF, Tahir Hussain	Conservative Party Candidate	864
BOUNDS, Joshua Steven	Conservative Party Candidate	945
HART, Jill Carmel	The Labour Party Candidate	1076 Elected
SMITH, Peter Charles	The Labour Party Candidate	1132 Elected
STONE, Martin Alan	Conservative Party Candidate	932
THOMAS, William Geraint	The Labour Party Candidate	1167 Elected

* If elected the word 'Elected' appears against the number of votes.

The number of ballot papers rejected was as follows:	Number of ballot papers
A want of an official mark	0
B voting for more Candidates than voter was entitled to	4
C writing or mark by which voter could be identified	0
D being unmarked or wholly void for uncertainty	39
E rejected in part	0
Total	43

Vacant Seats: 3

Electorate: 7135

Ballot Papers Issued: 2301

Turnout: 32.25%

Dated Tuesday 7 May 2019

Natalie Brahma-Pearl
Returning Officer

DECLARATION OF RESULT OF POLL

Crawley Borough Council

Election of Borough Councillors for

Langley Green & Tushmore Ward
on Thursday 2 May 2019

I, Natalie Brahma-Pearl, being the Returning Officer at the above election, do hereby give notice that the number of votes recorded for each Candidate at the said election is as follows:

Name of Candidate	Description (if any)	Number of Votes*
ARINZE, William Emmanuel	Conservative Party Candidate	313
CONSTABLE, Bradley Christopher	Conservative Party Candidate	365
MALIK, Shahzad Abbas	The Labour Party Candidate	965 Elected
MALLINSON, Lawrence Carl	Liberal Democrat	191
MCALENEY, Thomas Douglas	The Labour Party Candidate	816 Elected
SARGENT, Michael J	Liberal Democrat	267
SMITH, Brenda Ann	The Labour Party Candidate	958 Elected
TAYLOR, Tanya	Conservative Party Candidate	320

* If elected the word 'Elected' appears against the number of votes.

The number of ballot papers rejected was as follows:	Number of ballot papers
A want of an official mark	0
B voting for more Candidates than voter was entitled to	0
C writing or mark by which voter could be identified	0
D being unmarked or wholly void for uncertainty	27
E rejected in part	0
Total	27

Vacant Seats: 3

Electorate: 5994

Ballot Papers Issued: 1699

Turnout: 28.35%

Dated Tuesday 7 May 2019

Natalie Brahma-Pearl
Returning Officer

DECLARATION OF RESULT OF POLL

Crawley Borough Council

Election of Borough Councillors for

Maidenbower Ward
on Thursday 2 May 2019

I, Natalie Brahma-Pearl, being the Returning Officer at the above election, do hereby give notice that the number of votes recorded for each Candidate at the said election is as follows:

Name of Candidate	Description (if any)	Number of Votes*
HUGHES, Cecilia	The Labour Party Candidate	580
HUGHES, Neil Christopher	The Labour Party Candidate	543
JAGGARD, Kim Louise	Conservative Party Candidate	1216 Elected
MILLAR-SMITH, Jennifer Lois	Conservative Party Candidate	1188 Elected
PECK, Duncan	Conservative Party Candidate	1051 Elected
UGBO, Daniel Emuebie	The Labour Party Candidate	494

* If elected the word 'Elected' appears against the number of votes.

The number of ballot papers rejected was as follows:	Number of ballot papers
A want of an official mark	0
B voting for more Candidates than voter was entitled to	10
C writing or mark by which voter could be identified	0
D being unmarked or wholly void for uncertainty	54
E rejected in part	0
Total	64

Vacant Seats: 3

Electorate: 6663

Ballot Papers Issued: 1903

Turnout: 28.56%

Dated Tuesday 7 May 2019

Natalie Brahma-Pearl
Returning Officer

DECLARATION OF RESULT OF POLL

Crawley Borough Council

Election of Borough Councillors for

Northgate & West Green Ward
on Thursday 2 May 2019

I, Natalie Brahma-Pearl, being the Returning Officer at the above election, do hereby give notice that the number of votes recorded for each Candidate at the said election is as follows:

Name of Candidate	Description (if any)	Number of Votes*
ALI, Zaker	Conservative Party Candidate	827
ANDERSON, David Lee	Liberal Democrat	366
BOUNDS, Connor Matthew	Conservative Party Candidate	734
FADELLE, Sally Claire	Green Party	419
JHANS, Gurinder Singh	The Labour Party Candidate	1016 Elected
LAMB, Peter Keir	The Labour Party Candidate	1126 Elected
MWAGALE, Maureen	Conservative Party Candidate	662
SUDAN, Karen	The Labour Party Candidate	996 Elected

* If elected the word 'Elected' appears against the number of votes.

The number of ballot papers rejected was as follows:	Number of ballot papers
A want of an official mark	0
B voting for more Candidates than voter was entitled to	6
C writing or mark by which voter could be identified	0
D being unmarked or wholly void for uncertainty	32
E rejected in part	0
Total	38

Vacant Seats: 3

Electorate: 7263

Ballot Papers Issued: 2358

Turnout: 32.47%

Dated Tuesday 7 May 2019

Natalie Brahma-Pearl
Returning Officer

DECLARATION OF RESULT OF POLL

Crawley Borough Council

Election of Borough Councillors for

Pound Hill North & Forge Wood Ward
on Thursday 2 May 2019

I, Natalie Brahma-Pearl, being the Returning Officer at the above election, do hereby give notice that the number of votes recorded for each Candidate at the said election is as follows:

Name of Candidate	Description (if any)	Number of Votes*
ADENIYI, Olusina	The Labour Party Candidate	477
BELBEN, Christina Gillian	Conservative Party Candidate	1038 Elected
BURRETT, Richard David	Conservative Party Candidate	1065 Elected
DUGGAN, Winifred Norma Catherine	The Labour Party Candidate	450
GALLICHAN, Siobhan Deborah Amelia	The Labour Party Candidate	473
MAC CANNA, John	Legacy	161
MCCARTHY, Kevan John	Conservative Party Candidate	976 Elected

* If elected the word 'Elected' appears against the number of votes.

The number of ballot papers rejected was as follows:	Number of ballot papers
A want of an official mark	0
B voting for more Candidates than voter was entitled to	3
C writing or mark by which voter could be identified	0
D being unmarked or wholly void for uncertainty	25
E rejected in part	0
Total	28

Vacant Seats: 3

Electorate: 5878

Ballot Papers Issued: 1803

Turnout: 30.67%

Dated Tuesday 7 May 2019

Natalie Brahma-Pearl
Returning Officer

DECLARATION OF RESULT OF POLL

Crawley Borough Council

Election of Borough Councillors for

Pound Hill South & Worth Ward
on Thursday 2 May 2019

I, Natalie Brahma-Pearl, being the Returning Officer at the above election, do hereby give notice that the number of votes recorded for each Candidate at the said election is as follows:

Name of Candidate	Description (if any)	Number of Votes*
BELBEN, Andrew James Martyn	Conservative Party Candidate	1167 Elected
FLACK, Colin	The Labour Party Candidate	710
GAMBRELL, Cyril James	Green Party	483
GUNATILLAKE, Stuart Aruna	The Labour Party Candidate	506
LANZER, Robert Arnold	Conservative Party Candidate	1165 Elected
NEWNHAM, Emma	The Labour Party Candidate	633
PENDLINGTON, Alison Sara	Conservative Party Candidate	1051 Elected

* If elected the word 'Elected' appears against the number of votes.

The number of ballot papers rejected was as follows:	Number of ballot papers
A want of an official mark	0
B voting for more Candidates than voter was entitled to	3
C writing or mark by which voter could be identified	0
D being unmarked or wholly void for uncertainty	18
E rejected in part	0
Total	21

Vacant Seats: 3

Electorate: 6300

Ballot Papers Issued: 2149

Turnout: 34.11%

Dated Tuesday 7 May 2019

Natalie Brahma-Pearl
Returning Officer

DECLARATION OF RESULT OF POLL

Crawley Borough Council

Election of Borough Councillors for

Southgate Ward
on Thursday 2 May 2019

I, Natalie Brahma-Pearl, being the Returning Officer at the above election, do hereby give notice that the number of votes recorded for each Candidate at the said election is as follows:

Name of Candidate	Description (if any)	Number of Votes*
FLACK, Morgan	The Labour Party Candidate	1017 Elected
KHASSAL, Karim Khalid	Conservative Party Candidate	722
ORJOLA, Inna	Conservative Party Candidate	775
OSBORNE, Kevin James Richard	Liberal Democrat	301
PICKETT, Michael	The Labour Party Candidate	1065 Elected
PIGGOTT, Simon James	Conservative Party Candidate	856
SHARMA, Rajesh	The Labour Party Candidate	999 Elected

* If elected the word 'Elected' appears against the number of votes.

The number of ballot papers rejected was as follows:	Number of ballot papers
A want of an official mark	0
B voting for more Candidates than voter was entitled to	0
C writing or mark by which voter could be identified	0
D being unmarked or wholly void for uncertainty	24
E rejected in part	0
Total	24

Vacant Seats: 3

Electorate: 6472

Ballot Papers Issued: 2226

Turnout: 34.39%

Dated Tuesday 7 May 2019

Natalie Brahma-Pearl
Returning Officer

DECLARATION OF RESULT OF POLL

Crawley Borough Council

Election of Borough Councillors for

Three Bridges Ward
on Thursday 2 May 2019

I, Natalie Brahma-Pearl, being the Returning Officer at the above election, do hereby give notice that the number of votes recorded for each Candidate at the said election is as follows:

Name of Candidate	Description (if any)	Number of Votes*
BURGESS, Brenda Josephine	Conservative Party Candidate	976 Elected
BURGESS, Robert Graham	Conservative Party Candidate	969 Elected
CHARATAN, Julian	The Labour Party Candidate	752
KAIL, Danielle	Green Party	425
MALIK, Angela	The Labour Party Candidate	743
PRITCHARD, Stephen	The Labour Party Candidate	710
PURDY, Jonathan Robson	Conservative Party Candidate	798 Elected

* If elected the word 'Elected' appears against the number of votes.

The number of ballot papers rejected was as follows:	Number of ballot papers
A want of an official mark	0
B voting for more Candidates than voter was entitled to	2
C writing or mark by which voter could be identified	0
D being unmarked or wholly void for uncertainty	13
E rejected in part	2
Total	17

Vacant Seats: 3

Electorate: 6126

Ballot Papers Issued: 2002

Turnout: 32.68%

Dated Tuesday 7 May 2019

Natalie Brahma-Pearl
Returning Officer

DECLARATION OF RESULT OF POLL

Crawley Borough Council

Election of Borough Councillors for

Tilgate Ward
on Thursday 2 May 2019

I, Natalie Brahma-Pearl, being the Returning Officer at the above election, do hereby give notice that the number of votes recorded for each Candidate at the said election is as follows:

Name of Candidate	Description (if any)	Number of Votes*
GUIDERA, Francis James	Conservative Party Candidate	803 Elected
HARDMAN, Derek	Green Party	259
KHAN, Kiran	The Labour Party Candidate	646
PETTS, Charles Jefferey	Conservative Party Candidate	651 Elected
PORTAL CASTRO, Carlos	The Labour Party Candidate	631

* If elected the word 'Elected' appears against the number of votes.

The number of ballot papers rejected was as follows:	Number of ballot papers
A want of an official mark	0
B voting for more Candidates than voter was entitled to	2
C writing or mark by which voter could be identified	0
D being unmarked or wholly void for uncertainty	9
E rejected in part	1
Total	12

Vacant Seats: 2

Electorate: 4471

Ballot Papers Issued: 1670

Turnout: 37.35%

Dated Tuesday 7 May 2019

Natalie Brahma-Pearl
Returning Officer

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Agenda Item 10

LDS/151

The Cabinet (May 2019)		
Portfolio	Cabinet Member / Portfolio Holder	Ward
Leader of the Council	Councillor Peter Lamb	Northgate & West Green
Deputy Leader and Planning and Economic Development	Councillor Peter Smith	Ifield
Environmental Services and Sustainability	Councillor Geraint Thomas	Ifield
Housing	Councillor Ian Irvine	Broadfield
Public Protection and Community Engagement	Councillor Brenda Smith	Langley Green & Tushmore
Wellbeing	Councillor Chris Mullins	Gossops Green & North East Broadfield

Agenda Item 10

1. CABINET MEMBER PORTFOLIO RESPONSIBILITIES

The responsibilities and delegations to Cabinet Members will include, but not be limited to, those set out within this section (subject to the exercise of such consultation processes as the Cabinet may agree for particular functions).

1.1. Responsibilities of All Cabinet Members

All Cabinet Members, including the Leader, hold the following responsibilities for the service areas within their portfolio:

- a) Act as a spokespersons for the Council on services and functions within their portfolio areas to promote the interests and reputation of the Council.
- a) Provide a political steer through overseeing the development of policy and strategy (with the appropriate Chief Officer) and thus be politically accountable for their portfolio.
- b) Work with the Leader and the Cabinet to develop a Corporate Plan and other corporate strategies and policies which the majority group(s) wish(es) to pursue.
- b) Monitor the budgets, delivery and performance of their services, including major contracts and projects.
- c) Determine priorities, and where appropriate agree the re-allocation of resources, for service delivery, in conjunction with the relevant Chief Officer (in accordance with the Policy Framework Documents and the Budget).
- d) Agree an appropriate response to petitions, in accordance with the Council's Petitions Scheme.
- e) A Cabinet Member may refer any matter within their portfolio to the Leader or the Cabinet for a decision.

If a Cabinet Member is unable to act, the Leader may act on their behalf or authorise another Cabinet Member to do so.

1.2. The Leader of the Council

1.2.1. Key Roles: They will determine the key policies of the Council and in particular, carry out responsibilities with regard to the following roles and areas:

- a) Leader of the Council and Chair of the Cabinet.
- b) Strategic and political lead as the spokesperson for the majority political group(s), liaising regularly with the Chief Executive.
- c) Initiating and developing corporate strategies and policies which the majority group(s) wish(es) to pursue.
- d) Represent the Council and act as spokesperson with neighbouring local authorities, regional partners and other partners, and in doing so build good relationships and promote the interests and reputation of the Council and the Borough.

1.2.2. Service Area Responsibilities: They will carry out responsibilities with regards to the following service areas:

- a) The overall staffing of the Council.

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- b) Legal, Democracy and HR (including Electoral Services and internal staff Health & Safety).
- c) Governance.
- d) Communications.
- e) Finance (rating, business rates, council tax, funds and investment management, the Budget, borrowing, fraud).
- f) Audit.
- g) Customer complaints, Freedom of Information and Data Protection/ GDPR
- h) Finance and Procurement (risk management and insurance matters).
- i) Current building management/office accommodation.
- j) Shared service provision.
- k) Transformation Programme and service improvements.
- l) Councillors' services (including equipment, training and support)
- m) Mayoralty.
- n) Civil contingencies (including emergency planning).

1.2.3. Policy and Strategy Responsibilities: They will initiate, oversee, and where applicable, approve the development of plans, statutory notices and policies across the Council, ensuring appropriate consultation occurs on all such proposals, including:

- a) The development of policy and strategy for the Council, and its expression in the Corporate Plan with the Chief Executive (and in liaison with the appropriate Cabinet Member).
- b) Human Resources Strategy.
- c) Equal Opportunities Policy and Corporate Equalities Statement

1.2.4. Specific Delegations: They hold, but are not limited to, the following specific delegations:

- a) Approval of the Council's Debt Management Strategy.
- b) Approval of the Council Tax Base.
- c) Approval of the NNDR1 (National Non-Domestic Rates Return).
- d) Authority to make appointments to Outside Bodies Relating to Cabinet functions.
- e) Authority to approve the transfer of residual land on terms proposed by the Asset Manager.
- f) Authority to approve the use of any underspend on a capital scheme, up to a total value of £500,000, on further work associated with the scheme during the same financial year, subject to the Council not being committed to expenditure in future years above the existing budgetary provision.
- g) Approval of feasibility scheme and final implementation proposals for neighbourhood centre improvements which are in accordance with the Capital Programme.
- h) Authority to approve the submission of bids to an agreed maximum figure when a property becomes available at auction where the price would be over the delegated authority limits (currently £500,000) subject to it being:

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- (i) For investment purposes, to there being sufficient funds in the Investment Acquisition Reserve and it being in accordance with the guidance criteria set out in section 7 of report FIN/306 (Budget Strategy 2014/15-2018/19) to the Cabinet and the Full Council on 10 and 24 July 2013 respectively.
 - (ii) For residential property purposes, to there being sufficient funds in the HRA Development Programme and to be agreed on a case by case basis and in accordance with the guidelines set out in report FIN/328 (2014/15 Budget and Council Tax) to the Cabinet and the Full Council on 12 and 26 February 2014.
- i) The approval of the writing off of irrecoverable debts exceeding £2,500 but not exceeding £50,000, in accordance with the agreed protocol for debt collection.
 - j) Authority to approve the transfer of Section 106 monies between £100,000 and £500,000 to West Sussex County Council which have been collected specifically for spend categories within the County Council remit.
 - k) Determination of applications for landlord's consent for changes of use on neighbourhood shopping parades and the rest of the commercial estate (where one or more Ward Member raises an objection to the proposal or where the Cabinet Member for Planning and Economic Development has a conflict of interest the Leader will take the decision).
 - l) To approve the Corporate Equality Statement.
 - m) Approval of the Council's Risk Management Strategy.
 - n) Agree the annual cycle of meetings for implementation (in consultation with the Head of Legal, Democracy and HR).

1.2.5. Outside Bodies: They will be a member of the following Cabinet appointed outside bodies:

- a) Local Economy Action group (observer).
- b) Gatwick Diamond.
- c) Local Government Association (General Assembly).
- d) District Councils Network.
- e) Coast to Capital Joint Committee.
- f) Local Economic Partnership (LEP)
- g) Greater Brighton Economic Board (GBEB)

NB: All Cabinet Members may be substitute for another Cabinet Member on any of the Cabinet appointed outside bodies.

1.3. **Cabinet Member for Environmental Services and Sustainability**

1.3.1. Service Area Responsibilities: They will carry out responsibilities with regards to the following service areas:

- a) Gatwick Airport Port Health.
- b) Public (external) Health & Safety
- c) Environmental Health Service
- d) Waste management, refuse and recycling.
- e) Streetscene.
- f) Licensing.

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- g) Public conveniences.
- h) Community Wardens.
- i) Car Parking and Civil Parking Enforcement.
- j) Climate change and sustainability.
- k) Cemeteries and burials.
- l) Flood prevention and land drainage.

1.3.2. Policy and Strategy Responsibilities: They will oversee, and where applicable, approve the development of plans, statutory notices and policies within the above service areas, ensuring appropriate consultation occurs on all such proposals, including:

- a) Licensing Policy.
- b) Gambling Policy.
- c) Carbon Reduction Strategy.
- d) Town Hall site redevelopment (responsibilities relating to this area will fall to a Sub-Committee of the Cabinet Member for Environmental Services and Sustainability, Cabinet Member for Housing and the Cabinet Member for Planning and Economic Development).

1.3.3. Specific Delegations: They hold, but are not limited to, the following specific delegations:

- a) The approval of feasibility schemes and the implementation of proposals for residential environmental improvements which are in accordance with the Capital Programme.
- b) Naming and numbering of streets.
- c) The approval of criteria for the prioritisation of flood alleviation schemes including project allocation, programme and final implementation proposals for flood alleviation schemes subject to the projects being achievable within the limits of the approved financial budget of the capital programme.

1.3.4. Outside Bodies: They will be a member of the following Cabinet appointed outside bodies:

- a) Gatwick Airport Joint Authorities Committee.
- b) Inter Authority Waste Group.
- c) Patrol Adjudication Committee.
- d) Gatwick Airport Consultative Committee (GATCOM).

NB. All Cabinet Members may be substitute for another Cabinet Member on any of the Cabinet appointed outside bodies.

1.4. **Cabinet Member for Housing**

1.4.1. Service Area Responsibilities: They will carry out responsibilities with regards to the following service areas:

- a) Crawley Homes.
- b) Strategic Housing (including statutory functions such as homelessness and houses in multiple occupation).
- c) Council tax reduction and housing benefit.

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d) Housing Revenue Account.

1.4.2. Policy and Strategy Responsibilities: They will oversee, and where applicable, approve the development of plans, statutory notices and policies within the above service areas, ensuring appropriate consultation occurs on all such proposals, including:

- a) Housing Strategy.
- b) To work jointly with the Cabinet Member for Planning and Economic Development to meet the housing needs of the Borough.
- c) Liaising and joint working with Social Services and health (housing).
- d) Town Hall site redevelopment (responsibilities relating to this area will fall to a Sub-Committee of the Cabinet Member for Environmental Services and Sustainability, Cabinet Member for Housing and the Cabinet Member for Planning and Economic Development).

1.4.3. Specific Delegations: They hold, but are not limited to, the following specific delegations:

- a) Power to vary the rent of dwellings and garages held on the Housing Revenue Account.
- b) The approval of variations to the affordable housing requirements specified in Core Strategy Policy H5 for any housing scheme where it has been evidenced that scheme viability cannot support meeting these requirements in full, or where changes in housing needs of housing policy may justify any variation to the percentage and/or tenure mix being sought.
- c) To discharge the functions of the Council in relation to the appropriation of surplus land (excluding residential dwellings) from the Housing Revenue Account for a different use/purpose.
- d) Responding to the Government's Welfare Reform agenda (with the Leader).

1.4.4. Outside Bodies:

They are not specifically appointed to any outside bodies

NB. All Cabinet Members may be substitute for another Cabinet Member on any of the Cabinet appointed outside bodies.

1.5. **Cabinet Member for Planning and Economic Development**

1.5.1. Deputy Leader: The Leader has appointed this Cabinet Member as Deputy Leader of the Council.

1.5.2. Service Area Responsibilities: They will carry out responsibilities with regards to the following service areas:

- a) Town and Country Planning (including local planning policy).
- b) Transport Planning (in liaison with relevant partners).
- c) Economic Development and Regeneration (including education and skills, Town Centre management and Manor Royal liaison).
- d) Information and Communication Technology.
- e) Asset Management.

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1.5.3. Policy and Strategy Responsibilities: They will oversee, and where applicable, approve the development of plans, statutory notices and policies within the above service areas, ensuring appropriate consultation occurs on all such proposals, including:

- a) Gatwick Airport, Manor Royal and the Town Centre.
- b) Green Space Strategy (implementation of this Strategy remains with the Cabinet Member for Wellbeing).
- c) Heritage Strategy (although the Strategy falls within the remit of several portfolios, the Cabinet Member for Planning and Economic Development provides a coordinating role).
- d) Asset Management Strategy (including corporate estate).
- e) Local Plan and related documents.
- f) Liaising with West Sussex County Council and neighbouring local authorities on planning and highways matters.
- g) To work jointly with the Cabinet Member for Environmental Service and Sustainability to meet the housing needs of the Borough.
- h) Economic Development, Employment and Skills.
- i) Transport related policies and documents.
- j) Digital, IT Strategy, Council Website, Channel shift programmes e.g. *My Crawley*
- k) Contact Centre
- l) Town Hall site redevelopment (responsibilities relating to this area will fall to a Sub-Committee of the Cabinet Member for Environmental Services and Sustainability, Cabinet Member for Housing and the Cabinet Member for Planning and Economic Development).

1.5.4. Specific Delegations: They hold, but are not limited to, the following specific delegations:

- a) The adoption of revised versions of the Local Development Scheme (LDS), including the adoption of associated planning documents and Supplementary Planning Documents as defined by the LDS.
- b) Approval of the annual programme of building maintenance works for operational properties (excluding housing assets) including variations during the year to meet changing needs. Delegation to cover all types of maintenance work and small-scale improvements above £100,000 per job.
- c) Determination of applications for landlord's consent for changes of use on neighbourhood shopping parades and the rest of the commercial estate (where one or more Ward Member raises an objection to the proposal).

1.5.5. Outside Bodies: They will be a member of the following Cabinet appointed outside bodies:

- a) Local Economy Action Group (voting member).
- b) Gatwick Airport Joint Authorities Meeting.
- c) Gatwick Diamond Local Authorities Members' Group.
- d) Manor Royal Business Group.
- e) Manor Royal Management Group.
- f) Manor Royal Board.

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- g) Sussex Building Control.
- h) Town Centre Partnership.
- i) West Sussex and Greater Strategic Planning Board.
- j) Bus Company Meetings.

NB. All Cabinet Members may be substitute for another Cabinet Member on any of the Cabinet appointed outside bodies.

1.6. Cabinet Member for Public Protection and Community Engagement

1.6.1. Service Area Responsibilities: They will carry out responsibilities with regards to the following service areas:

- a) Community Safety and Anti-social behaviour (including improvement schemes and liaison with emergency services).
- b) Community and neighbourhood development.
- c) Community engagement.
- d) Grants to voluntary bodies.
- e) Community Cohesion and Social Inclusion and Mobility
- f) Town Twinning.
- g) Issues relating to travellers.
- h) Children and young people (along with relevant partner organisations) including responsibilities defined under Section 11 (Safeguarding) of the Children's Act 2004.
- i) Armed Forces Covenant

1.6.2. Policy and Strategy Responsibilities: They will oversee, and where applicable, approve the development of plans, statutory notices and policies within the above service areas, ensuring appropriate consultation occurs on all such proposals, including:

- a) Community Strategies
- b) Social Inclusion Strategy.
- c) Prevent Strategy.
- d) Fostering interest in Local Government.

1.6.3. Specific Delegations: They hold, but are not limited to, the following specific delegations:

- a) To determine applications for main grants (i.e. currently above £5,000) by voluntary organisations in accordance with the criteria previously agreed by the Cabinet.
- b) The approval of criteria for the prioritisation of community safety improvement schemes.
- c) The approval of an annual programme of community safety schemes subject to the proposals being achievable within the limits of the approved financial budget.

1.6.4. Outside Bodies: They will be a member of the following Cabinet appointed outside bodies:

- a) Safer Crawley Partnership Executive.

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- b) Sussex Police and Crime Panel (member)

NB. All Cabinet Members may be substitute for another Cabinet Member on any of the Cabinet appointed outside bodies.

1.7. Cabinet Member for Wellbeing

- 1.7.1. Service Area Responsibilities: They will carry out responsibilities with regards to the following service areas:

- a) Health and Wellbeing.(local & strategic issues)
- b) Arts (including The Hawth and Crawley Museum).
- c) Sport and fitness (including K2 Crawley).
- d) Parks, gardens and open spaces (including allotments, trees and recreational space).
- e) Play service.
- f) Community centres.

- 1.7.2. Policy and Strategy Responsibilities: They will oversee, and where applicable, approve the development of plans, statutory notices and policies within the above service areas, ensuring appropriate consultation occurs on all such proposals, including:

- a) Implementation of the Green Space Strategy (formulation of this Strategy remains with the Cabinet Member for Planning and Economic Development).

- 1.7.3. Specific Delegations: They do not currently hold any specific delegations.

- 1.7.4. Outside Bodies: They will be a member of the following Cabinet appointed outside body:

- a) Gatwick Greenspace Partnership.

NB. All Cabinet Members may be substitute for another Cabinet Member on any of the Cabinet appointed outside bodies.

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Terms of Reference and Appointments for Advisory and Working Groups and Member Development Executive Support Group

Notes

- 1) Lead Officers to be appointed to each Working Group
- 2) Administration to be undertaken by each individual service department.

Working Groups	Terms of Reference	Group Nominations 2019/20
<p>Budget Advisory Group (BAG)</p>	<p>To advise the Cabinet on the allocation of resources within the General Fund and Capital Programme (including the community infrastructure levy – CIL), taking account of the Budget Strategy, Corporate Plan and other relevant information.</p> <p>Chair and Vice Chair of the Cabinet to attend Budget Advisory Group, to present a strategic perspective only.</p> <p><i>Lead Officer:- Head of Corporate Finance</i></p>	<p>9 Members = 5:4</p> <p>M Flack J Hart (Chair) G Jhans T Lunnon T Rana</p> <p>R D Burrett R G Burgess D Peck A Pendlington</p>
<p>Economic Regeneration Working Group (ERWG)</p>	<ol style="list-style-type: none"> 1. To receive and consider updates on economic regeneration initiatives and actions across the Borough, including delivery of the Crawley Growth Programme, Town Centre Regeneration programme, Employment & Skills Programme, the delivery of individual economic regeneration schemes and partnership activities within the Manor Royal Business District. 2. To receive and consider reports on economic regeneration activities in Crawley and to make recommendations, as necessary, to the Cabinet on the:- <ul style="list-style-type: none"> • proposals to regenerate sites identified in the Local Plan, the Town Centre Supplementary Planning Document and the Manor Royal Supplementary Planning Document & Design Guide. • identification and promotion of other economic regeneration opportunities to enhance the physical appearance and social, economic and educational attributes • communications with all interested parties to maintain confidence in the wider economic regeneration of Crawley. <p><i>Lead Officer:- Head of Economic & Planning</i></p>	<p>9 Members = 5:4</p> <p>M L Ayling T Lunnon M W Pickett R Sharma P C Smith (Chair)</p> <p>J Millar-Smith R A Lanzer C J Petts J Purdy</p>

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<p>Local Plan Working Group (LPWG)</p>	<p>To consider and provide guidance on the process for reviewing the Local Plan and support the Local Plan Review to examination, if/when this is progressed.</p> <p><i>Lead Officer:- Head of Strategic Housing</i></p>	<p>9 Members = 5:4</p> <p>I T Irvine T Lunnon M W Pickett R Sharma P C Smith (Chair)</p> <p>A Belben D Crow F Guidera J Purdy</p>
<p>Member Development Executive Support Group (MDESG)</p>	<ol style="list-style-type: none"> 1. To provide all party support for a coordinated approach to Member development and training across the Council. 2. To identify individual and Group training needs and to prioritise them accordingly. 3. To develop, monitor and evaluate all member development activities. 4. To promote learning and development opportunities amongst all members of the Council encouraging the highest level of participation by members to organised training and development events. 5. To ensure that a comprehensive induction programme is made available to all newly elected Councillors. <p><i>Lead Officer:- Head of Legal, Democracy & HR</i></p>	<p>5 Members = 3:2</p> <p>G Jhans P K Lamb (Chair) C J Mullins</p> <p>D Crow K McCarthy</p>
<p>Town Hall Project Members Working Group (THPMWG)</p>	<p>Focus on the Town Hall element of the proposed development and within this primarily, although not exclusively, the requirements for members' facilities and the civic areas of the new building.</p> <p><i>Co-Lead Officers:- Deputy Chief Executive and Head of Major Projects & Commercial Services</i></p>	<p>7 Members = 4:3</p> <p>I T Irvine B A Smith P C Smith G Thomas</p> <p>T G Belben B J Burgess K McCarthy</p>

Agenda Item 11

Crawley Borough Council

Report to Full Council

24 May 2019

Review of Political Proportionality, Constitution of Committees and Appointments to Outside Organisations 2019/2020

Report of the Head of Legal, Democracy and HR – LDS/152

1. Purpose

- 1.1 To review the representation of different Political Groups on the Council and to determine the size and membership of the Council's Committees for the municipal year 2019/2020 in accordance with the requirements of the Local Government and Housing Act 1989.
- 1.2 To appoint named Councillors to the Council's Committees to reflect the wishes of each of the Political Groups and to appoint Chairs to each of these Committees.
- 1.3 To consider the appointment of persons on outside organisations to which the Council is invited to make nominations.

2. Background

- 2.1 The Membership Committee was previously established to make such recommendations to Annual Council but Full Council, at its meeting on 1 April 2015, agreed to disband that Committee and requested that a report be submitted directly to Annual Council for approval.
- 2.2 The Constitution is in the process of being reviewed and such, the Full Council is asked to approve the continued use of the current Constitution which includes the Terms of Reference of the Council's Committees set out in Part 3 of the Constitution.
- 2.3 In preparing this report, full consultation has been undertaken with the respective Group Leaders.

3. Review of Political Proportionality and Appointments to Committees

- 3.1 The Housing and Local Government Act 1989 (and The Local Government (Committees and Political Groups) Regulations 1990 (No. 1553)) contain provisions concerning the political balance on Committees, the duty to allocate seats to Political Groups and the duty to give effect to allocations.
- 3.2 The Council has a statutory duty to review the representation of different Political Groups on the Council at its annual meeting. The purpose of the legislation is to ensure that a 'political balance' is secured on Council Committees, Sub-Committees etc. so as to reflect the overall political composition of the Council. Alternative arrangements in not applying strict political proportionality can be put in place

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provided the Full Council gives unanimous support without any Councillor dissenting from that approach.

- 3.3 The requirement to allocate seats must be made in accordance with the following statutory principles:
- a) No Political Group can have all the places on a Committee (the exception is the Cabinet);
 - b) A Group having an overall majority on the Borough Council is entitled to a majority of seats on each Committee;
 - c) Subject to the above two principles, the number of seats on the total of all the ordinary Committees of the Council allocated to each Political Group must bear the same proportion to the proportion on the Full Council (i.e. the gross number of seats is allocated in accordance with each Group's entitlement.);
 - d) Subject to the above three principles, the number of seats on each ordinary Committee of the Council allocated to each Political Group must bear the same proportion on the Full Council (i.e. the number of seats on each committee is allocated in accordance with each Group's entitlement.).
- 3.4 The application of these rules produce different figures, so the figures have to be reconciled by applying the rules in descending order of importance. The critical rule is rule (b) if, as in the case of the Full Council, there is an overall majority, and numbers of seats are then reconciled with rules (c) and (d).
- 3.5 Although the legal requirement for political proportionality only applies to the Overview and Scrutiny Commission, Planning Committee, Audit Committee and Governance Committee, for consistency, the Council has adopted the same approach for all of the Committees, Sub-Committees, Working Groups and Scrutiny Panels.
- 3.6 Following the Borough elections on 2 May 2019, the new political balance for 2019/2020 is 19 Labour, and 17 Conservative. A full list of the results are published separate in this agenda (agenda item 9 refers).
- 3.7 The Full Council need to agree the appointment of Councillors (including substitutes where appropriate) and Chairs and Vice-Chairs of Committees to reflect the wishes of the Political Groups in accordance with **Appendix A** to this report.

RECOMMENDATION 1

- 1) That the number of Councillors to serve on the Council's Committees (taking into account political proportionality) for the municipal year 2019/2020 be as set out in **Appendix A** to this report,
- 2) That, on the nominations of the Political Groups, the Full Council be recommended that:
 - a) Councillors be appointed to the Committees of the Council for the municipal year 2019/2020 as set out in **Appendix A** to this report.
 - b) The Chairs and Vice-Chairs (except where there are any competing nominations for Chair/Vice-Chairs which shall be decided at Annual Full Council) of the respective Committees for the municipal year 2019/2020 be as indicated in **Appendix A** to this report.

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4. Appointments to Outside Organisations

- 4.1 The Full Council is requested to consider the appointment of persons on bodies and outside organisations to which the Council is invited to make nominations.

RECOMMENDATION 2

That the Full Council be recommended to appoint the representatives to the Bodies and Organisations as indicated in **Appendix B** to this report. Where there are more nominations than places available, the Full Council is asked to determine who should be appointed.

5. Council's Constitution

- 5.1 In line with best practice, the Full Council is required to approve the Council's Constitution as a whole on an annual basis.
- 5.2 The Council's Constitution is in the final stage of being rewritten, through the Constitutional Review Work Group, however the redesigned Constitution is not in a position to be adopted at this time. Therefore Full Council is asked to approve use of the current Constitution (which includes the new Cabinet Member Portfolio Responsibilities) as found [here](#).

RECOMMENDATION 3

That the Full Council is recommended to approve the Council Constitution.

6. Background Papers

None

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Telephone: 01293 438549

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Committees Membership and Chairs and Vice-Chairs 2019/20 LDS/151

Planning Committee (11 Councillors = 6:5)	
J Hart I Irvine S Malik (Chair) T McAleney – (Vice Chair) P C Smith G Thomas	L Ascough A Belben – (Vice Chair) F Guidera K L Jaggard J Purdy
Licensing Committee (15 Councillors = 8:7)	
1) <i>Between 10 and 15 s with a quorum of 10 when dealing with matters under the Licensing Act 2003.</i> 2) <i>Councillors are reminded that the Committee includes Sub Committee daytime meetings responsibilities.</i>	
M L Ayling – (Vice Chair) J Hart M Flack M G Jones (Chair) C J Mullins R Sharma B A Smith K Sudan	T G Belben B Burgess K L Jaggard K McCarthy J Millar-Smith D Peck – (Vice Chair) C J Petts
Licensing Sub-Committee (Pool)	
1) <i>A minimum of three Councillors will be called upon to determine any given application and a Chair will be appointed at each meeting.</i> 2) <i>Membership should be the same as that of the Licensing Committee.</i> 3) <i>Please note that a significant number of these meetings are scheduled for the daytime.</i>	
M L Ayling J Hart M Flack M G Jones C J Mullins R Sharma B A smith K Sudan	T G Belben B Burgess K L Jaggard K McCarthy J Millar-Smith D Peck C J Petts
Governance Committee (11 Councillors = 6:5)	
M Ayling M G Jones P K Lamb T Lunnon (Chair) S Malik T McAleney	R D Burrett – (Vice Chair) D Crow C R Eade R A Lanzer K McCarthy

Constitutional Working Group (5 Councillors = 3:2) <i>Chair to be a member of Governance Committee.</i>	
I T Irvine P K Lamb (Chair) T Lunnon	R D Burrett D Crow

Audit Committee (5 Councillors = 3:2)	
<ol style="list-style-type: none"> 1) <i>Not more than 1 member shall be a Cabinet member and that Councillors shall not Chair the Committee.</i> 2) <i>Substitutes retained because small size & concerns about quorum</i> 	
M G Jones M W Pickett (Chair) K Sudan	R D Burrett J Millar-Smith – (Vice Chair) <i>Substitute Member</i> T G Belben

Overview and Scrutiny Commission (11 Councillors = 6:5)	
<ol style="list-style-type: none"> 1) <i>Where there is more than 1 political group on the Council, either the position of Chair or Vice Chair of the Overview and Scrutiny Commission will go to a member nominated by an opposition group.</i> 	
M L Ayling G Jhans S Malik T McAleney T Rana (Chair) K Sudan	T G Belben – (Chair) and (Vice Chair) R G Burgess D Crow R A Lanzer A Pendlington

Appointments and Investigating Committee (Pool)	
<ol style="list-style-type: none"> 1) <i>As far as possible, a politically balanced committee of between 3 and 7 Councillors will be drawn from the following membership.</i> 2) <i>Any committee making recommendations relating to the appointment of:</i> <ol style="list-style-type: none"> a) <i>the Chief Executive - shall consist of 7 Councillors (with a quorum of 5);</i> b) <i>the Deputy Chief Executive - shall consist of 6 Councillors (with a quorum of 4);</i> c) <i>a Head of Service - shall consist of 5 Councillors (with a quorum of three).</i> 3) <i>Political groups may add further names to the pool if they so wish.</i> 	
M L Ayling R S Fiveash M Flack J Hart I T Irvine G Jhans M G Jones P K Lamb T Lunnon S Malik T McAleney C J Mullins M W Pickett T Rana R Sharma B A Smith	B J Burgess R G Burgess R D Burrett D Crow K L Jaggard R A Lanzer K McCarthy J Millar-Smith A Pendlington J Purdy

P C Smith K Sudan G Thomas.	
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Staff Appeals Board (Pool)	
1) <i>The Board to comprise 3 Councillors with a quorum of 3 from the following pool.</i> 2) <i>The membership of the Board to include at least one Councillor of the opposition.</i> 3) <i>Political groups may add further names to the pool if they so wish</i> 4)	
M L Ayling R S Fiveash M Flack J Hart I T Irvine G Jhans M G Jones P K Lamb T Lunnon S Malik T McAleney C J Mullins M W Pickett T Rana R Sharma B A Smith P C Smith K Sudan G Thomas	B J Burgess R G Burgess R D Burrett D Crow K L Jaggard R A Lanzer K McCarthy J Millar-Smith A Pendlington J Purdy

Grants Appeals Panel (Pool)	
1) <i>As far as possible, a politically balanced panel of 5 (3:2 split) Councillors will be drawn from the following membership.</i> 2) <i>Not to include any Cabinet members involved in the decision on the grant application(s).</i> 3) <i>Political groups may add further names to the pool if they so wish.</i>	
M L Ayling R S Fiveash M Flack J Hart I T Irvine G Jhans M G Jones P K Lamb T Lunnon S Malik T McAleney C J Mullins M W Pickett T Rana R Sharma B A Smith P C Smith K Sudan G Thomas	L S Ascough A Belben T G Belben C R Eade F Guidera D Peck C J Petts

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Outside Organisations to which the Council is invited to make nominations

Name of Organisation	Group Nominations 2019/20
Age UK – West Sussex Trustee Board <i>(Link Officer = Craig Downs)</i>	Councillor Mullins as <i>Cabinet Member for Wellbeing</i>
Community Needs Partnership <i>(Link Officer = Paula Doherty)</i>	M Ayling B J Burgess T McAleny S Malik A Pendlington <i>The Cabinet Member for Public Protection and Community Engagement has a standing invitation to attend and take part in discussions of the "Community Needs Partnership" with arrangements to invite other relevant Cabinet Members to participate as and when the agenda item may be appropriate to their portfolios.</i>
Courage Dyer Recreational Trust <i>(Link Officer = Hayley Thorne)</i>	B A Smith (May 2019 to May 2023) The Mayor is appointed automatically ex-officio. - 4 year appointments only - Once appointed, not required to remain a Councillor - Only 4 nominations acceptable in total <ul style="list-style-type: none"> • B J Quinn (May 2017 to May 2021) • R Sharma (May 2017 to May 2021)
Crawley Arts Council (CAC) <i>(Link Officer = Paula Doherty)</i>	C J Mullins B J Burgess <i>Two Representatives.</i>
Crawley Ethnic Minority Partnership (CEMP) Partnership Board <i>(Link Officer = Craig Downs)</i>	S Malik <i>One Representative.</i>
Crawley Community and Voluntary Service <i>(Link Officer = Craig Downs)</i>	M G Jones B J Burgess <i>Two Representatives (One seat per Group)</i>
Crawley Museum Society <i>(Link Officer = Paula Doherty)</i>	J Hart C J Mullins A Pendlington <i>Three Representatives.</i>

Name of Organisation	Group Nominations 2019/2020
<p>Crawley Open House Management Committee</p> <p><i>(Link Officer = Nikki Hargrave)</i></p>	<p>I Irvine G Thomas F Guidera</p> <p><i>Two Representatives.</i></p> <p><i>(plus officer from Housing and Planning Strategic Services)</i></p> <p><i>N.B. Councillor Burrett is on Board of Trustees and on the Management Committee (all Trustees sit on the Mgt Ctte but not vice-versa). However, it is understood that he was appointed A Trustees in a personal capacity and not directly through the Council. Councillor Burrett is not included as part of the two Council representatives.</i></p>
<p>Crawley Town Twinning Association (CTTA)</p> <p><i>(Link Officer = Hayley Thorne)</i></p>	<p>R Sharma B A Smith C R Eade</p> <p><i>Three Representatives</i></p>
<p>Gatwick Airport Community Trust (GACT)</p> <p><i>(Link Officer = Craig Downs)</i></p>	<p>R Sharma <i>(4 year term ending in May 2019 - 2023)</i></p> <p><i>One Representative invited – 4 year appointment.</i></p>
<p>Relate - North & South West Sussex Trustee Board</p> <p><i>(Link Officer = Craig Downs)</i></p>	<p>K Sudan</p> <p><i>One Representative.</i></p>
<p>Court of the University of Sussex</p> <p><i>(Link Officer = Clem Smith)</i></p>	<p>M G Jones</p> <p><i>One Representative.</i></p>
<p>West Sussex Joint Scrutiny Steering Group*</p> <p><i>(Link Officer = Heather Girling)</i></p>	<p><i>Chair of the Commission</i></p>
<p>West Sussex Health and Adult Social Care Select Committee *</p> <p><i>(Link Officer = Heather Girling)</i></p>	<p><i>OSC to decide.</i></p> <p><i>Must be a Member of the OSC</i></p>
<p>West Sussex Mediation Service Management Committee</p> <p><i>(Link Officer = Tony Baldock & Craig Downs)</i></p>	<p><i>I Irvine (main representative)</i> VACANCY <i>(deputy)</i></p> <p><i>The Mediation Service is willing to make 2 main and 2 deputy places available</i></p>

Conservation Area Advisory Committees (CAAC) 2019/2020	
<p>Central Crawley Conservation Area Advisory Committee (Northgate & West Green)</p> <p><i>(Link Officer = Justin Kliger)</i></p>	<p><i>Councillors for Northgate and West Green –</i> G Jhans P K Lamb K Sudan</p>
<p>Forestfield and Shrublands Conservation Area Advisory Cttee</p> <p><i>(Link Officer = Ian Warren)</i></p>	<p><i>Councillors for Furnace Green –</i> D Crow C R Eade</p>
<p>Hazelwick Road Conservation Area Committee.</p> <p><i>(Link Officer = Tom Nutt)</i></p>	<p><i>Councillors for Three Bridges –</i> B J Burgess R G Burgess C J Petts</p>
<p>Ifield Village Conservation Area Advisory Committee</p> <p><i>(Link Officer = Anthony Masson)</i></p>	<p><i>Councillors for Ifield –</i> J Hart P C Smith G Thomas</p>
<p>Southgate Conservation Area Advisory Committee</p> <p><i>(Link Officer = Ian Warren)</i></p>	<p><i>Councillors for Southgate –</i> M Flack M W Pickett R Sharma</p>
<p>Worth Conservation Area Advisory Committee.</p> <p><i>(Link Officer = Tom Nutt)</i></p>	<p><i>Councillors for Pound Hill South and Worth –</i> A Belben R A Lanzer A Pendlington</p>
<p>Buchan Country Park Advisory Board</p> <p><i>(Link Officer = John Dale)</i></p>	<p><i>Councillors for Broadfield –</i> I T Irvine T Lunnon T Rana</p>

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