

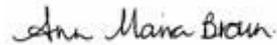
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## Crawley Borough Council

### Cabinet

Agenda for the **Cabinet** which will be held in **Ashurst Main Hall - The Charis Centre**, on **15 January 2020** at **7.00 pm**

Nightline Telephone No. 07881 500 227



**Head of Legal, Democracy and HR**

Membership:

Councillors

P K Lamb (Chair), I T Irvine, C J Mullins, B A Smith and P C Smith

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Published 3 January 2020

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

## Part A Business (Open to the Public)

**1. Apologies for Absence**

**2. 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.

**3. Minutes** (Pages 5 - 16)

To approve as a correct record the minutes of the Cabinet held on 27 November 2019.

**4. Public Question Time**

To answer any questions asked by the public which are relevant to the functions of the Cabinet.

Public Question Time will be concluded by the Chair when all questions have been answered or on the expiry of a period of 15 minutes, whichever is the earlier.

**5. Matters referred to the Cabinet and any report from the Chair of the Overview and Scrutiny Commission**

To consider any matters referred to the Cabinet (whether by a scrutiny committee or by the Council) and those for reconsideration in accordance with the provisions contained in the Scrutiny Procedure Rules, the Budget Procedure Rules and the Policy Framework Procedure Rules set out in Part 4 of the Council's Constitution.

**6. Insurance Tender Appraisal** (Pages 17 - 18)

*The Leader's Portfolio*

To consider report FIN/486 of the Head of Corporate Finance.

**7. Draft Crawley Transport Strategy** (Pages 19 - 66)

*Planning and Economic Development Portfolio*

To consider report PES/341 of the Head of Economy and Planning.

**8. 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 Cabinet

Wednesday, 27 November 2019 at 7.00 pm

#### Councillors Present:

P K Lamb (Chair)	Leader of the Council
I T Irvine	Cabinet Member for Housing
C J Mullins	Cabinet Member for Wellbeing
P C Smith	Cabinet Member for Planning and Economic Development and Deputy Leader

#### Also in Attendance:

Councillor R D Burrett, D Crow and T Rana

#### Officers Present:

Natalie Brahma-Pearl	Chief Executive
Ann-Maria Brown	Head of Legal, Democracy and HR
Karen Hayes	Head of Corporate Finance
Simon Jones	Head of Digital and Transformation
Chris Pedlow	Democratic Services Manager
Graham Rowe	Partnership Services Manager
Clem Smith	Head of Economy and Planning

#### Apologies for Absence:

Councillor B A Smith and G Thomas

#### 1. Disclosures of Interest

The following disclosures of interests were made:

Councillor	Item and Minute	Type and Nature of Disclosure
Councillor Mullins	Extending Gigabit Ultrafast Public Fibre Connectivity (Minute 15)	Personal Interest – Has a pension with a communications company.

# Agenda Item 3

Cabinet (21)  
27 November 2019

Councillor  
P Smith

Extending Gigabit Ultrafast  
Public Fibre Connectivity  
(Minute 15)

Personal Interest –  
Local Authority Director of the  
Manor Royal Business  
Improvement District

## 2. Minutes

The minutes of the meeting of the Cabinet held on 25 September 2019 were approved as a correct record and signed by the Leader. In doing so it was noted that within Minute 3 – Public Question Time, the questioner's name had been corrected to read Mr Richard Symonds.

## 3. Public Question Time

There were no questions from the public.

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

The Head of Legal, Democracy and HR reported that no representations had been received in respect to agenda items 17 and 18, *Waste and Recycling Contract* and *Extending Gigabit Ultrafast Public Fibre Connectivity*, respectively.

## 5. Matters referred to the Cabinet and Report from the Chair of the Overview and Scrutiny Commission

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

## 6. Budget Strategy 2020/21 - 2024/25

The Leader of the Council presented report [FIN/483](#) of the Head of Corporate Finance which set out the projected financial position for 2020/21 to 2024/25 for the General Fund and the underlying assumptions. The report also set the policy framework for the budget process, recognising that there were a range of options for capital investment, income generation, savings and Council Tax levels; none of which can be considered in isolation. The overall objective was to work towards a balanced General Fund budget over a three year period. The Leader commented that currently there was a projected surplus of £489,200 for 2020/21, and that the report contained a proposal for an increase to the Crawley's proportion of the Council Tax of 2% for 2020/21.

Councillor Rana presented the Overview and Scrutiny Commission's comments on the report to the Cabinet following consideration of the matter at its meeting on 25 November 2019. It was noted that the majority of the Commission Members supported the recommendations within the report.

Councillors Irvine and Mullins spoke as part of the discussion on the item.

## RESOLVED

That Full Council be recommended to support the approval of the Budget Strategy 2020/21 to 2024/25 and to:

- (a) Note, for the purpose of projections, the current budget surplus of £489,200 for 2020/21, on the basis of a Council tax increase of 2% which is £4.08 on a Band D in property 2020/21. This surplus is due in the main due to the extension of the four year financial settlement and the delay in the fairer funding review and unexpected New Homes Bonus. However the fair funding review and the changes to Business Rates Retention will result in future significant budget gaps which will need to be addressed.
- (b) Work towards balancing this over a three year period, including putting back into reserves when the Budget is in surplus which is the case in 2020/21.
- (c) Instruct Corporate Management Team to take action to address the long term budget gap and to identify policy options for consideration by Cabinet Members and the Budget Advisory Group, which will include areas where additional resources need to be redirected.
- (d) Note that items for the Capital Programme are driven by the need for the upkeep of council assets and environmental obligations and schemes will also be considered that are spend to save or spend to earn but that such prioritisation should not preclude the initial consideration of capital projects that could deliver social value.
- (e) Note that the Budget is aligned to the Council's Corporate Priorities.
- (f) Approve the updates to section 5.1 in the Capital Strategy in Appendix A of report [FIN/483](#)
- (g) Approve an increase in the capital programme of £500,000 for the purchase of an investment property as outlined in section 8.3 of report [FIN/483](#)

## Reasons for the Recommendations

To set a Strategy for savings and income generation and working towards a balanced budget over three years. Including putting back into reserves when the budget is in surplus.

To determine the criteria for capital programme bids.

To agree the need to keep reserves as outlined in section 7 of report [FIN/483](#).

## 7. Treasury Management Mid-Year Review 2019/2020

The Leader of the Council presented report [FIN/484](#) of the Head of Corporate Finance which set out an update on the Council's Treasury Management Strategy for the two first quarters of 2019/2020. It was noted that the report proposed to amend the Council's Ethical Investment Policy as a result of the adopted Notice of Motion relating to the Climate Emergency Declaration at Full Council on 17 July 2019.

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Councillor Rana presented the Overview and Scrutiny Commission's comments on the report to the Cabinet following consideration of the matter at its meeting on 25 November 2019, commenting that the Commission was in support of the recommendations and of the approach being taken on the Council's investments.

Councillor P. Smith spoke as part of the discussion on the report.

## RESOLVED

- 1) That the Cabinet notes the report FIN/484 and the treasury activity for the first two quarters of 2019/2020;
- 2) That Full Council be recommended to the approval of an amendment to the Ethical Investment Policy within the Council's Annual Investment Strategy (see section 5.3 of report FIN/484).

## Reasons for the Recommendations

The CIPFA (Chartered Institute of Public Finance and Accountancy) Code of Practice for Treasury Management recommends that members be updated on treasury management activities regularly (Treasury Management Strategy Statement, annual and mid-year reports). This report, therefore, ensures this Council is implementing best practice in accordance with the Code.

## 8. **Review of the Statement of Licensing Policy Gambling Act 2005 (2020 - 2022)**

The Leader of the Council presented report [HCS/018](#) of the Head of Community Services, which detailed the outcome of the statutory consultation on the proposed revision of the Council's Statement of Licensing Policy. The Council had received two responses including one from the Director of Public Health (West Sussex County Council). It was noted that as Crawley Borough Council was the Licensing Authority it was required under the Gambling Act 2005 to approve, following consultation, a Statement of its Licensing policy under the Gambling Act 2005 every three years.

The Cabinet noted the Overview and Scrutiny Commission's support for the recommendations from its meeting on 25 November 2019, as presented by Councillor Rana and as detailed in the Commission's comments to Cabinet.

Councillor Mullins commented that as part of the consideration of the report, it had been considered by the Licensing Committee at its meeting on 11 November 2019, which supported adoption of the revised policy.

## RESOLVED

- 1) That the Cabinet notes and endorsed the proposed revised Statement of Licensing Policy Gambling Act 2005 (2020- 2022) (as set out in Appendix A report [HCS/018](#)).

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- 2) That Full Council be recommended to approve and adopt the proposed revised Statement Licensing Policy Gambling Act 2005 (2020-2022) set out in Appendix A of report [HCS/018](#)

## Reasons for the Recommendations

It is a statutory requirement under the Gambling Act 2005 for a Licensing Authority to prepare a Statement of its Licensing policy every three years. The Council is the Licensing Authority for the borough of Crawley. It is therefore necessary to agree and develop the proposed strategy to discharge the Council's role in its capacity of Licensing Authority for the 3 year period 2020 – 2022.

## 9. Homelessness Review and Homelessness Strategy 2019 - 2024

The Cabinet Member for Housing presented report [SHAP/76](#) of the Head of Strategic Housing which set out the proposed draft Homelessness and Rough Sleeping Strategy 2019 - 2024, which would be replacing the current Homelessness Strategy 2014 – 2019, which was set to expire at the end of the year. Members were informed that the Cross-Government Rough Sleeping Strategy published August 2018 required all local authorities to have an updated Homelessness Strategy, incorporating how they intend to tackle rough sleeping by 31 December 2019, and it was confirmed that the proposed Strategy covered this requirement.

Councillor Rana presented the Overview and Scrutiny Commission's comments on the report to the Cabinet following consideration of the matter at its meeting on 25 November 2019. The Cabinet noted the Commission support for the report.

Councillor Lamb also spoke on the proposed Strategy as part of the Cabinet consideration.

## RESOLVED

- 1) That Full Council be recommended to approve the Homelessness and Rough Sleeping Strategy 2019 – 2024 (Appendix A to report [SHAP/76](#)) for adoption and subsequent publication.
- 2) The Cabinet delegate's authority to the Head of Strategic Housing, in consultation with the Cabinet Member for Housing, to make minor amendments to the Homelessness and Rough Sleeping Strategy and Action Plan as further changes to legislation and statutory guidance are introduced and following an annual review of the Action Plan. (*Generic Delegation 7 will be used to enact this recommendation*). Subject, it being adopted by the Full Council

## Reasons for the Recommendations

To fulfil the Council's legal duty to publish a Homelessness Strategy on expiry of the previous Homelessness Strategy, designed to demonstrate how the authority intends to prevent and address homelessness in the future.

## 10. Tenancy Strategy 2019 - 2024

The Cabinet Member for Housing presented report [SHAP/77](#) of the Head of Strategic Housing which was a proposed update of the Council's existing Tenancy Strategy which was first published in 2012, and modified in 2014. It was subject to a further review in 2018 and the draft Tenancy Strategy 2019 – 2024 (Appendix A of report [SHAP/77](#)) was updated following the 2018 review. It was proposed that it would replace the Council's existing Tenancy Strategy and would apply to providers and all service users in Crawley. Members were informed that the principle of the Strategy was to identify key areas that registered providers, who have housing stock in Crawley, would be asked to take into account when formulating their tenancy policies and approaches for residents.

Councillor Rana presented the Overview and Scrutiny Commission's comments on the report to the Cabinet following consideration of the matter at its meeting on 25 November 2019. The Cabinet noted the Commission's comments.

### RESOLVED

- 1) That Full Council be recommended to request Full Council to approve the Tenancy Strategy 2019 – 2024 (Appendix A of report [SHAP/77](#)) for adoption and subsequent publication; and to
- 2) That the Cabinet delegates authority to the Head of Strategic Housing, in consultation with the Cabinet Member for Housing, to make minor amendments to the Tenancy Strategy 2019 - 2024 as further changes to legislation and statutory guidance are introduced and following an annual review of the action plan. (*Generic Delegation 7 will be used to enact this recommendation*). Subject to the adoption by the Full Council.

### Reasons for the Recommendations

To fulfil the Council's legal duty to publish a Tenancy Strategy to set out matters to which registered providers are to have regard to when formulating their Tenancy Policies.

## 11. Submission Crawley Local Plan 2020 - 2035

The Cabinet Member for Planning and Economic Development presented report [PES/336](#) of the Head of Economy and Planning which set out the proposed submission of Crawley Local Plan 2020 – 2035 and its supporting documents, for public consultation and submission to the Secretary of State for Independent Examination.

The Cabinet were informed that the Crawley Local Plan Review had been undertaken to ensure the borough's Local Plan remained up-to-date. In accordance with the adopted Local Development Scheme, the new Crawley 2035 Local Plan had been prepared based on the outcomes of monitoring the implementation of the 2015 adopted Local Plan, feedback from the early engagement consultation, and updating the supporting technical evidence base. It had been considered to be an appropriate strategy, taking into account the reasonable alternatives, and the 2015 Plan which was considered to be 'sound'. This means the Plan had been positively prepared and was justified, effective and consistent with national planning policy. The Plan also

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included the proposal for the removal of the safeguarded land surrounding Gatwick, as agreed at the Full Council meeting in December 2018.

The Plan was supported by a number of statutory supporting documents (a Local Plan Map, a Sustainability Appraisal, a Habitats Regulations Assessment and a Consultation Statement). It was also supported by a number of detailed evidence-based documents including an Infrastructure Plan, a Housing Trajectory, a Duty to Cooperate Statement, and topic-based technical studies.

It was noted that following the Planning Inspector's decision, after the Independent Examination has been completed, the Local Plan would be brought back to Cabinet and Full Council respectively for adoption.

Councillor Rana presented the Overview and Scrutiny Commission's comments on the report to the Cabinet following consideration of the matter at its meeting on 25 November 2019. The Commission commented that it was pleased to support the report and the proposed Local Plan.

Councillors Irvine and Lamb both spoke as part of the discussion on the report, acknowledging the importance of the Local Plan in the future development and evolution of the Borough.

## RESOLVED

- 1) That Full Council be recommended to:
  - (a) Approve the submission draft Local Plan and Local Plan Map for Publication consultation (a statutory six-week period of public consultation).
  - (b) Approve the submission draft Local Plan for Submission to the Secretary of State for Examination by an independent Planning Inspector, subject to amendments deemed necessary following consultation and updated evidence for the purposes of clarity.
  - (c) Note that the final Local Plan will be brought back to Full Council following its independent examination for adoption.
- 2) That the Cabinet delegates the following to the Head of Economy and Planning in consultation with the Cabinet Member for Planning and Economic Development (*Generic Delegation 5 will be used to enact these recommendations*), Subject to the adoption by the Full Council.
  - (i) Factual amendments to the Local Plan necessary in accordance with national policy.
  - (ii) Should a clear requirement to continue safeguarding at Gatwick be imposed by the Government through the publication of the Aviation White Paper, that the Local Plan be amended to ensure it is consistent with national policy.
  - (iii) The approval of the supporting documents for the Local Plan and technical evidence base documents to support the Local Plan through Examination.

## Reasons for the Recommendations

National Government guidance expects local planning authorities to produce up-to-date Local Plans for their areas, setting out the strategic priorities for the area over a 15-year timescale and showing how development needs will be met. The Crawley Borough Local Plan was adopted by Full Council on 16 December 2015. It covers the period 2015 – 2030 and provides the borough's full planning policies for the purposes of development management decisions.

Submission Crawley Local Plan 2020 – 2035:  
<http://www.crawley.gov.uk/pw/web/PUB354140>

Submission draft Local Plan Map: <http://www.crawley.gov.uk/pw/web/PUB354135>

Sustainability Appraisal/Strategic Environmental Assessment Draft Report:  
<http://www.crawley.gov.uk/pw/web/PUB354139>

Habitat Regulations Assessment Draft Report:  
<http://www.crawley.gov.uk/pw/web/PUB354136>

Draft Consultation Statement: <http://www.crawley.gov.uk/pw/web/PUB354137>

Appendix 1: Early Engagement Consultation Materials  
<http://www.crawley.gov.uk/pw/web/PUB354142>

Appendix 2: Regulation 18 Representations Received and Draft Officer Response  
<http://www.crawley.gov.uk/pw/web/PUB354141>

Draft Infrastructure Plan: <http://www.crawley.gov.uk/pw/web/PUB354138>

## 12. 2019/2020 Budget Monitoring - Quarter 2

The Leader of the Council presented report [FIN/482](#) of the Head of Corporate Finance to the Cabinet which provided a summary of the Council's actual revenue and capital spending up to the second quarter ending September 2019. It identified the main variations from the approved spending levels and any potential impact on future budgets.

## RESOLVED

That Cabinet notes the projected outturn for the year 2019/2020 as summarised in report [FIN/482](#) which included the Section 106 contributions identified to fund the specific schemes in the Play Facilities Programme as identified in Paragraph 9.1.

## Reasons for the Recommendations

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

## 13. Water Services Contract

The Leader of the Council presented report [HPS/21](#) of the Head of Major Projects and Commercial Services which set out that the Council was currently undertaking a joint procurement initiative with Horsham District Council and Mid-Sussex District Council using the LASER (Local Authority Energy Buying Group) Framework contract arrangements for Water and Sewerage Services to the Council's operational sites. However due to the joint procurement and the need to coordinate the timescales, the report sought approval for the decision of award of the Water Services Contract to be delegated to the Cabinet Member for Environmental Services and Sustainability.

### RESOLVED

That the Cabinet notes the current work taking place on the Water Services Contract and delegate the decision to award the contract for the provision of the Water Services Contract to the Cabinet Member for Environmental Services and Sustainability, following the evaluation of the tender process.

### Reasons for the Recommendations

In line with the Constitution, Cabinet would normally approve the award of any contract with a total value over £500,000. Due to tight implementation timescales and the requirement to obtain Cabinet approval from each of the authorities participating in the tender process, the report recommends that the best approach in order to meet the contract start date is to seek approval to delegate the contract award decision. It is therefore recommended that the Cabinet Member for Environmental Services and Sustainability makes the award of the contract.

The LASER Framework has been able to deliver savings at up to 3.5% below previous contract prices and achieve an average saving of 2%. Based on current expenditure this would equate to a total saving in water costs over the proposed 4 year contract period of between £21,280 (3.5%) and £12,160 (2%) based on current consumption levels.

In addition, the move to a single supplier will streamline payment and monitoring arrangements and has the potential to achieve additional savings in reduced administration costs and other water efficiency measures.

## 14. Exempt Information – Exclusion of the Public (Subject to Agenda Item 5)

### RESOLVED

That in accordance with Section 100A(4) of the Local Government Act 1972, the public be excluded from the meeting for the following item of business on the grounds that it involve the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Act by virtue of the paragraph specified against the item.

## 15. Waste and Recycling Contract

### Exempt Paragraph 3

*Information relating to the financial or business affairs of any particular person (including the authority holding that information)*

The Leader of the Council presented report HPS/18 of the Head of Major Projects and Commercial Services which summarised the current Waste and Recycling Contract arrangements and recommended extending the existing contract for a 3 year period from 1 February 2021 to 31 January 2024. It was noted that the rationale for taking the decision now was to provide time to manage a procurement process in advance of 31 January 2021, should the Cabinet not be minded to confirm the contract extension. Another factor in support of extending the current contract was to allow for sufficient time for the national Resources and Waste Strategy recommendations to be released, in order for those proposals to be built in to the next contract.

Councillors Irvine, Mullins and P. Smith all spoke as part of the discussion on the report and the extension.

### RESOLVED

That the Cabinet approves

- 1) the extension of the existing Waste and Recycling Contract with Biffa Municipal Ltd (Biffa) for the period 1 February 2021 to 31 January 2024 in line with arrangements outlined in this report. This proposed extension will include:
  - (i) Continued utilisation of the existing fleet over the extension period.
  - (ii) an increased contract fee of £75,000 pa (indexed) to be built into the Council's Budget Strategy for a three year period from 1 February 2021.
  - (iii) the Council accepting maintenance risk above the current costs associated with vehicle maintenance and hire over the contract extension period. It is estimated that this cost will be £30,000pa with this being funded from the ring fenced waste and recycling reserve.
  - (iv) provision of an additional maintenance bay at the Vehicle Workshop. Adaptation costs to be funded from the Council's Planned Maintenance Budget.
  - (v) the allocation of £90,000 from the 2020/21 vehicle replacement fund for replacement vehicles to ensure the fleet is responsive to current requirements.
  - (vi) agrees in principle to consider round rebalancing, with the Council reserving the right to accept (or reject) the final proposal.
  - (vii) to retain the existing arrangements in relation to the collection of 'side waste' reconfirming the Council's commitment to continue its work to discourage this waste, thereby increasing recycling, reducing rubbish and improving manual handling.

- (viii) to retain the existing arrangements in relation to resident engagement, accepting that not all resident engagement will be undertaken at the time of collection.
- 2) delegates to the Head of Major Projects & Commercial Services in consultation with The Cabinet Member for Environmental Services and Sustainability the negotiation and agreement of the terms of the Contract extension.

## **Reasons for the Recommendations**

This report summarises the current Waste and Recycling Contract arrangements and recommends extending the existing contract for a 3 year period from 1 February 2021 to 31 January 2024.

It is necessary to bring forward this decision now to provide time to manage a procurement process in advance of 31 January 2021, were Cabinet to be minded not to confirm the contract extension.

## **16. Extending Gigabit Ultrafast Public Fibre Connectivity**

### **Exempt Paragraph 3**

*Information relating to the financial or business affairs of any particular person (including the authority holding that information)*

The Cabinet Member for Planning and Economic Development presented report DAT/02 of the Head of Digital and Transformation which set out the proposal for the commissioning of ultrafast broadband to the Council's buildings, by utilising an option within West Sussex County Council's existing contract Framework for full fibre optic ultrafast connectivity. The Cabinet heard that since the publication of the report, further legal advice relating to the structure of the contract had been received and as a result it now proposed that the 'Capital' option of the 30 year contract was the most advantageous approach for the Council to enter in to.

Councillor Mullins spoke as part of the discussion on the report.

## **RESOLVED**

- 1) That the Cabinet:
  - a) approves in principle that the Council enter into an agreement using the West Sussex County Council's Framework for full fibre optic ultrafast connectivity.
  - b) delegates authority to the Chief Executive, in consultation with the Leader, to approve the contract for full fibre optic ultrafast connectivity for the 30 year contract, including the details of the contract, the location of sites for connectivity, and any necessary associated documentation (*Generic Delegation 3 will be used to enact this recommendation*).

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- 2) That Full Council be recommended to approve a supplementary capital estimate up to a maximum of £2.7m in 2021/22

## **Reasons for the Recommendations**

This investment will unlock the delivery of fibre optic ultrafast connectivity to all homes and businesses within Crawley, years ahead of the timetable dictated by commercial and market factors alone. This will provide Crawley with a competitive edge, encourage inward and external investment in Crawley, help draw hi-tech companies to the area and bring with them the jobs, salaries, training opportunities and investment to Crawley.

## **Closure of Meeting**

With the business of the Cabinet concluded, the Chair declared the meeting closed at 7.35 pm

**P K LAMB**  
**(Chair)**

# Agenda Item 6

## Crawley Borough Council

**Report to Cabinet  
15 January 2020**

### **Insurance Tender Appraisal**

Report of the Head of Corporate Finance, **FIN/486**

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#### **1. Purpose**

The purpose of this report is to seek Cabinet approval to delegate the decision of the award of the Council's insurance contract and the Commercial Property insurance contract to The Leader of the Council. The Council is currently undertaking a procurement exercise for insurance placements using the Yorkshire Procurement Organisation (YPO) Framework.

#### **2. Recommendations**

##### **2.1 To the Cabinet**

The Cabinet is recommended to:

- a) Note the current work taking place on the Council's insurance contract and the Commercial Property insurance contract.
- b) Delegate the decision to award the contracts for the provision of insurance to The Leader of the Council, following the evaluation of the tender process.

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

- 3.1 In line with the Constitution, Cabinet would normally award any contract with a total value over £500,000. Due to tight implementation timescales, the report recommends that the best approach in order to meet the contract start date is to seek approval to delegate the contract award decision. It is therefore recommended that the Leader of the Council makes the award decision.

#### **4. Background**

- 4.1 The Council's main insurance contract expired on 31 March 2019 and the Commercial Properties insurance contract expires on 31 March 2020. The main insurance contract was extended for a further year to explore alternatives. Previously, Cabinet had awarded the main insurance contract for a period of 3 years with the option to extend for a further 2 years which was exercised. The Commercial Properties Insurance Contract was awarded for a period of 5 years which expires on 31<sup>st</sup> March 2020. The Council is now required to retender for both these contracts.

# Agenda Item 6

## **5. Description of Issue to be resolved**

- 5.1 In line with the Council's procurement code, the Council are running two, separate tenders, through the YPO framework to select suitable insurers for the next three years. The contract commences on 1 April 2020 for a period of 3 years with the option to extend for a further 2 years.

## **6. Information & Analysis Supporting Recommendation**

- 6.1 Under the framework procurement arrangements a mini tender exercise will be run for both contracts to find a suitable provider.

## **7. Implications**

- 7.1 The procurement processes undertaken are compliant with the Council's Procurement Code and The Public Contracts Regulations 2015.
- 7.2 The Council has power under section 1 of the Localism Act 2011 to enter into contracts for the provision of insurance cover to protect its assets, liabilities and risks.

## **8. Background Papers**

None

Report author and contact officer: Paul Windust, Chief Accountant  
Direct Line: 01293 438693

# Agenda Item 7

## Crawley Borough Council

**Report to Cabinet  
15 January 2020**

### **Draft Crawley Transport Strategy**

Report of the Head of Economy and Planning, *PES/341*

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#### **1. Purpose**

- 1.1 The purpose of the report is to request Cabinet approval to commence a period of public consultation on the draft Crawley Transport Strategy (Appendix A).

#### **2. Recommendations**

- 2.1 To the Cabinet

The Cabinet is recommended to:

- a) Review “New Directions for Crawley”, the borough’s new draft Transport Strategy (attached as Appendix A), and approve the draft for public consultation. .
- b) Delegate authority to the Head of Economy and Planning, in consultation with the Cabinet Member for Planning and Economic Development, to make minor amendments to the Crawley Transport Strategy in response to the consultation. (Generic Delegation 7 will be used to enact this recommendation).

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

- 3.1 To commence the process of establishing a Transport Strategy for Crawley, which:
- Seeks to provide a vision, rationale and framework to enable an integrated approach to improving access and transport throughout Crawley.
  - Includes issues and options on how Borough wide transport provision can be improved and how the Council can respond in relation to its own service delivery
  - Presents priorities for scheme delivery as the first phase towards delivery of the strategy’s vision
  - Seeks to make the case for further external funds to invest in Crawley’s sustainable transport infrastructure.

#### **4. Background**

- 4.1 “New Directions for Crawley” is particularly timely as a means to help Crawley Borough Council respond to the Climate and Ecological Emergency. Across the Borough, transport is the primary contributor to climate heating and associated CO<sub>2</sub> emissions are increasing year on year. Transport also has a key impact on declining biodiversity.

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- 4.2 Crawley's developing Local Cycling and Walking Infrastructure Plan (LCWIP) will form an annexe to the draft strategy. This LCWIP will show prioritised proposed cycle routes and walking zones. An outline of key corridors forming the basis for these routes accompanies the current draft strategy.

## **5. Description of Issue to be resolved**

- 5.1 The Sustainability Team coordinates responses to transport issues and plans and aims to help develop Crawley's sustainable transport infrastructure and encourage behaviour change, with the goal of improving transport choice for Crawley residents..
- 5.2 The Strategy has been drafted to take account of the importance of enhancing the Borough's sustainable transport and access, particularly in the light of its underpinning of the Crawley Growth Programme, which is investing in bus, cycle route, highway and pedestrian infrastructure. This has further developed into a draft strategy as its usefulness in providing supporting evidence for the new Local Plan has become clear. The strategy draft has assumed further importance following the declaration of the Climate and Ecological Emergency by Crawley Borough Council at its Full Council meeting in July 2019.
- 5.3 Subject to Cabinet approval of this draft, a period of stakeholder consultation would run for the period from 20 January 2020 until 17 February 2020, ensuring that priorities are in line with stakeholders and residents. The draft strategy will also be reviewed by the Climate Change Scrutiny Panel. The amended document will then return to Cabinet to seek formal approval.

## **6. Other Partner organisations**

- 6.1 Local transport policy and planning is the statutory responsibility of West Sussex County Council (WSSCC) as the Local Transport Authority. Crawley Borough Council will need to take many elements of this strategy forward with their agreement and cooperation. To this end, the Council is in discussion with WSSCC Transport Planning and Policy staff to ensure that statutory boundaries are respected and the role of the Local Transport Authority is acknowledged as a key stakeholder in terms of both policy development and scheme delivery. To date, this has identified areas requiring further clarification and suggestions for expanding some of the newer ideas, and these have been incorporated into the strategy.
- 6.2 Other transport organisations, including Metrobus, Network Rail and GTR will be consulted prior to submission to Cabinet for formal approval and to date these bodies have been supportive of the initial draft.
- 6.3 A range of stakeholders across the Borough will be consulted, including the Manor Royal Business District, in view of the close links to recognised transport priorities for Manor Royal.

## **7. Financial Implications**

- 7.1 There are no direct financial implications at this stage.

# Agenda Item 7

## 8. Equality Implications

- 8.1 The Council must have regard to section 149 of the Equality Act 2010. The public sector equality duty requires public authorities to have due regard to the need to:
- a) eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited under that Act;
  - b) advance equality of opportunity between persons who share a relevant protected characteristic and those who do not share it; and,
  - c) foster good relations between those who share a protected characteristic and those who do not share it, which involves having due regard, in particular, to the need to:-
    - (i) tackle prejudice; and,
    - (ii) promote understanding.
- 8.2 An Equalities Impact Assessment (EIA) has been carried out and does not identify any action that needs to be taken as a result of the strategy. Any changes to service delivery that result from implementing the strategy may themselves need to be assessed separately for their impact on people with protected characteristics, and at this stage a separate EIA may be required. The EIA is attached as Appendix B.

## 9. Background Papers

None

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# New directions for Crawley

Transport and access for the 21<sup>st</sup> century

January 2020



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# Introduction

Transport impacts all of our lives in one way or another. We all depend on walking or buses, driving, cycling or trains to get around, or on services and businesses that need to reach us. However, transport is the biggest source of carbon emissions, driving the climate crisis. It can also be a major contributor to air pollution, a source of collisions, a barrier to street access and takes up a lot of valuable land.

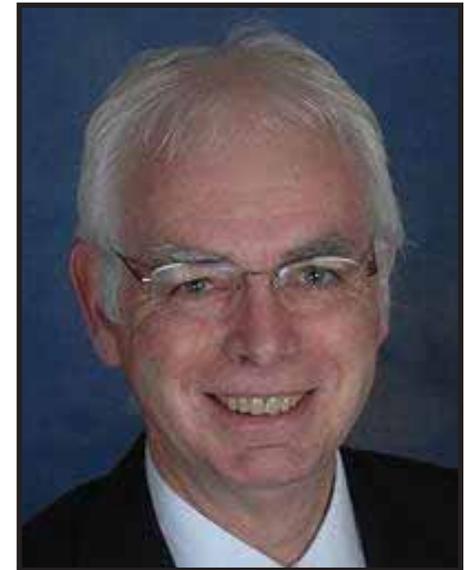
Crawley Borough Council is looking at how we can transform transport and access in Crawley for its future sustainability. We need to reduce carbon emissions, improve safety and air quality, reduce congestion and make better use of street space to create a more active, healthier town.

“New Directions for Crawley” has several objectives. It looks at some of the issues presented by the current approach to travel and access in Crawley, suggests what our vision for the future might be, outlines some options for improvement and shows what could be delivered in the town over the next five years. It identifies the authorities, key stakeholders and the policies with which the strategy needs to work and briefly describes how an evidence-based action plan can be developed.

This is a first for Crawley. I am pleased to invite your comments on this draft of “New Directions for Crawley” along with a draft Local Cycling and Walking Infrastructure Plan, to help develop the best transport strategy for Crawley.

You can submit comments online at [www.crawley.gov.uk/NewDirections](http://www.crawley.gov.uk/NewDirections) or directly email [NewDirections@crawley.gov.uk](mailto:NewDirections@crawley.gov.uk) by 9am Monday 20 February 2020.

Councillor Peter Smith  
Cabinet Member for Planning and Economic Development



Councillor Peter Smith

# New directions for Crawley

The world is changing. Work and travel patterns are changing. Our understanding of how travel and access works is changing.

Old ways of dealing with congestion and other transport problems by 'planning for vehicles' are being challenged. Evidence shows that, 'planning for people and places' provides better long term solutions for everyone. Adopting this new approach, alongside rapid advances in technology and the overriding need to deal with vehicle emissions, mean that we have to change the direction we are taking if we are to meet the demands of the 21st century.

Crawley's needs are also changing. The major challenges posed by the climate crisis, air quality, affordable homes and poor health related to inactivity have to be addressed.

We need to develop a forward-focused vision for a low carbon, healthy and attractive town where people want to continue to live and work. Solutions to meeting our transport and access needs have to be centred on movement of people and goods rather than vehicles.

***Crawley Borough Council aims to join those in the forefront of new thinking on transport and access to find sustainable solutions for Crawley.***

New Directions is a developing strategy for discussion. It outlines a vision and looks at where we are now, presents issues and options, highlights new thinking and identifies opportunities for Crawley. Following public consultation, a multi-modal transport study will be undertaken alongside development plans and modelling of options. This will inform development of a detailed action plan for the period to 2030, to enable Crawley to transform how we all get around and access our town, whatever our needs or abilities.



In the last 20 years:

- 18-30 year old males drive half as much
- Fewer young people have licences
- Only people over 60 are driving more

All Change 2018 and Metrobus



# Context – working together

The Local Transport Authority responsible for the borough of Crawley is West Sussex County Council (WSCC). Crawley Borough Council works closely with WSCC within a framework provided by its Local Transport Plan (LTP).

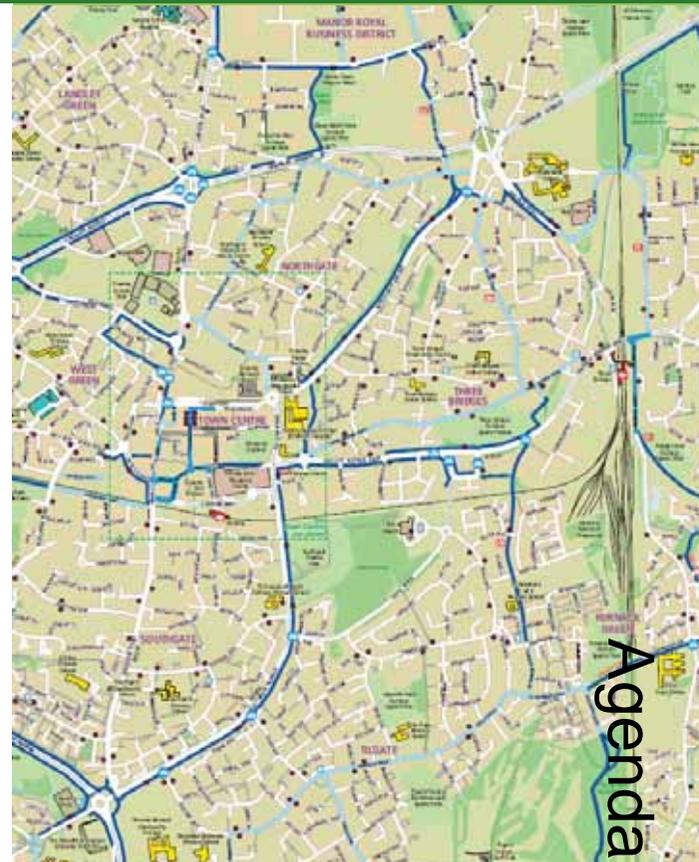
Some aspects of transport infrastructure or service delivery require a lead by WSCC with technical, statutory and strategic responsibilities and plans.

The Borough's planning role can ensure local access and connectivity. Its emerging Local Plan shows how new urban design can shape streets to be people-centred, providing healthier, connected, places and enabling local mobility. Crawley Borough Council is in a position to identify funds and manage delivery of some projects in Crawley that WSCC may not have the resources to prioritise, but can support on a technical basis.

The Crawley Growth Programme is an example of current successful collaborative working between CBC and WSCC in delivering sustainable transport infrastructure and street improvements. Further opportunities for working together are suggested later in this document.

See Appendix I for key Borough policies on urban design, neighbourhood priorities and sustainable transport that New Directions for Crawley aims to take forward.

Appendix II outlines challenges and policies for Crawley, identified by the West Sussex Transport Plan.



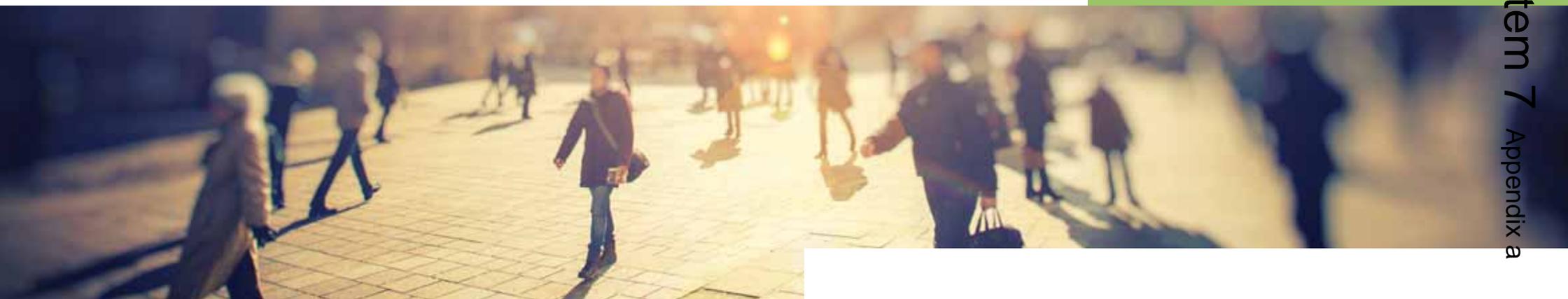
# Context – working together

“New Directions for Crawley” is being developed in the light of newer regional and national policy. In particular:

- Transport for the South East. TfSE is a nascent regional transport body likely to be responsible for managing government and other development funds to deliver a regional transport and access strategy. Its strategic aim is a shift from the traditional approach of planning for vehicles to planning for people and places. The strategy is available at [www.tfse.co.uk](http://www.tfse.co.uk)
- The Cycle and Walking Investment Strategy. The importance of cycling and walking as part of the transport mix was recognised by central government in releasing the CWIS. This has led to the funding of Local Cycle and Walking Infrastructure Plans (LCWIPs) which Crawley and WSCC have developed in partnership. A link to the CWIS and the Crawley LCWIP summary can be found in Appendix III.
- National Planning and Policy Framework. The government NPPF guides planning authorities and says that significant development should be focused on locations which are or can be made sustainable, through limiting the need to travel and offering a genuine choice of transport modes. It is available at [www.gov.uk/government/publications/national-planning-policy-framework--2](http://www.gov.uk/government/publications/national-planning-policy-framework--2).

*“Planning for vehicles with extensive highway capacity enhancements for cars, is not sustainable in the longer term. Instead, there needs to be a transition from the current focus towards more planning for people and more planning for places”.*

TfSE, draft Transport Strategy for the South East



# The climate and ecological emergency

Transport now generates a third of all UK carbon emissions, making it the largest contributing sector and road traffic emissions are 90% of that contribution. Whilst all other sectors' emissions are reducing, transport's is increasing.

We are already experiencing the climate effects of fires, storms and floods in the UK and around the world. Continuing with 'business as usual' would mean we are headed for catastrophic climate impacts.

Urgent action is needed.

**In July 2019, Crawley Borough Council declared a climate emergency and pledged to cut its net carbon emissions by at least 45% by 2030 and to zero by 2050.** The UK government has made a legal commitment to cut net carbon emissions to zero by 2050.

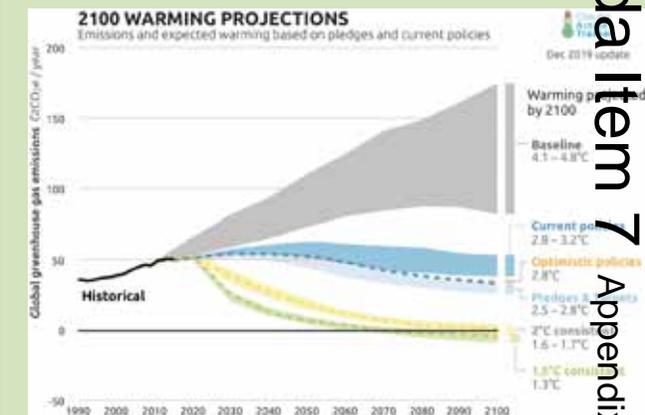
Action on transport must be prioritised to help meet these targets and tied into Borough milestones to be determined in its carbon reduction plan.

The transition to zero carbon will require a major shift to sustainable transport modes and managed highway demand. This means improving active and public transport infrastructure – particularly for interchanges between transport modes and for walking and cycling. It requires developing shared transport such as car clubs and bike rental, along with extensive use of digital technology from personal journey planning to prioritising buses in traffic. It will also mean addressing affordability and planning priorities for higher density urban building, where walking and cycling infrastructure and good public transport access are at the core of all development.

Fortunately, there are many available measures that will decarbonise transport and improve access for everyone. These measures will have additional benefits, including:

- better health from improving air quality and stimulating walking and cycling activity
- releasing land for urban development and ecological protection
- safer, attractive streets, improving business and communities.

*“We cannot afford to allow transport emissions to rise”.*



# A vision for 21st century Crawley

In the light of these challenges, new thinking and evidence, we need a new vision for Crawley.

By 2030 Crawley could be a town where:

- Popular walking and cycling routes are safe, direct and attractive. Buses are smart, with zero emissions, traffic signal priority and WiFi, using new bus shelters with live information and serving all the neighbourhoods. We are keen to be more active, more productive and healthy, so the first choice for going to work, particularly to Manor Royal, Gatwick or the town centre is to walk, cycle or take a bus.
- Phone apps, dedicated online local information and other technologies tell us when and where buses and trains are available and provide ticketing, so we don't have to wait around.
- The town centre has attractive, affordable and market apartments within a very short walk of the new smart, accessible Crawley rail and bus stations, along new leafy walkways and priority crossings. Many out-of-town commuting, college, shopping or business trips are easiest by train or bus.
- The increase in town centre residents has created demand for independent food shops, bars and cafes within a short walk. Queens Square, Queensway, Broadway, the High Street and The Boulevard are lively in the evenings.
- When you need to use a car, the Crawley car club electric cars are available at nearby dedicated parking spaces with a swipe of a card and car hire is on hand locally for use for longer periods. With the mix of transport services on the doorstep and car availability when it is needed, private car use has dropped.



*“New housing developments should be planned in such a way that residents can walk, cycle and use public transport to go about their daily lives”.*

Transport For New Homes



- Resident and visitor car parking in all Crawley neighbourhoods includes electric vehicle charge points, but lower car ownership has also freed up street parking space for a safer, more attractive environment.
- Bike rental is available across town, including zippy electric bikes, alongside more secure cycle parking. Upgraded cycle routes in safer, traffic-calmed neighbourhoods mean that many more children and adults who were previously wary of cycling, are happy to nip around on two wheels.
- The air is cleaner, Crawley residents are healthier and the town is a great place to be!



This is a real vision. Measures to make it happen are being planned or considered now and have been proved to be successful elsewhere.

Cycling saves  
a typical  
commuter



# Crawley's strengths

Crawley is in an enviable position to develop sustainable travel and access.

- **Neighbourhoods** centred on key facilities, provide opportunities for developing localised traffic management schemes. By slowing vehicles within a neighbourhood and limiting through-traffic, streets can be made safer and more attractive for direct walking and cycling access.
- **Four railway stations** directly link Crawley to London, Brighton, Portsmouth and Southampton, as well as a fast east-west route across the town. Major upgrades to improve access and facilities are planned for Gatwick Airport, Three Bridges and Crawley stations.
- **Good bus network and services** including Fastway rapid transit junctions has meant a significant increase in bus use in Crawley: in contrast to a national decline. Most Crawley buses have free WiFi and USB charging, service apps and realtime information at many bus stops. The fleet is shifting to best available emissions standards and trials of zero emissions buses.
- **As a compact town** where most trips are short distance, with relatively flat terrain across the town, walking and cycling can be made very attractive travel options.
- **Green space with tree-lined routes and wide grass verges** are key Crawley features which invite walking and potential cycleways, where road traffic is moderated.
- **Cycling projects** including Bike It, which has been working successfully with students, parents and teachers in Crawley schools for the last eight years as part of a national programme to encourage cycling, scooting and walking to school.
- **Three major centres of employment**, at Manor Royal, the Town Centre and Gatwick Airport, each of which is within cycling or walking distance of many of the Borough's neighbourhoods and each has excellent bus connections. Rail links with London and Brighton provide additional rail-connected employment centres for the town.
- **A desire to be in the forefront** of developing sustainable, integrated, future-proofed transport for Crawley, reflected in adoption of new urban design principles in the Local Plan.



At an average pace, you can cycle  
**across Crawley**  
in half an hour



# Realising the vision

In the light of the climate emergency, health needs, developing technology, new policies and approaches for Crawley and the south east as well as studies and experience across Europe, CBC aims to work in partnership with WSCC to meet the following aims:

1. **Improved sustainable travel infrastructure** – prioritise walking and cycling network improvements and facilities, improving public transport access and services.
2. **Smarter highway network management** – managing demand, directions, speeds and inefficient road space allocation to address congestion and improve access and health of neighbourhoods and business districts.
3. **Integrated transport and land use planning** – ensure housing and business development centres on public transport links and walking and cycling networks as ‘Transit Oriented Development’ for improved access.
4. **Effective travel planning** – working with business and other organisations to improve commuter, visitor, shopping and leisure choices and reduce single-occupancy car use.
5. **Shared mobility** – develop facilities such as car clubs and shared bikes, with electric vehicle charging to broaden choices beyond conventional private car use.

Alongside support for:

**Digital travel tools** – developing Mobility as a Service (MaaS) and transport information provision to enable seamless travel, awareness and use of public transport services as they develop.



*“An ageing population, vehicle and energy technology, disruptive digital technologies, and the need for climate change resilience and adaptation will all present uncertainty”.*

Transport for the South East,  
Economic Connectivity Report 2018



# Delivering the vision

Real travel and access solutions need to work for transport, planning, health, environment and economic benefit, involving local people, business and service providers.

## Crawley's plans over the next five years:



**1. Connected residential development –** Crawley is advancing its planning policies to enable almost 3,000 high density, new town centre homes to be developed with excellent travel choices. This means attractive apartments alongside rail and bus stations, taxis, shops, cafés and parks, with extra bike facilities and at least one car club, giving a big boost to local business and the evening economy. Car ownership is typically significantly lower in dense urban housing areas than in rural or suburban areas and likely to reduce further in Crawley town centre.

**4. Railway station upgrades –** The Crawley Growth Programme will help to transform railway station environments and transport interchanges for residents, visitors and commuters at Crawley and Three Bridges. Gatwick Airport station is to be significantly reconfigured and upgraded alongside improved access to local bus services.



**2. Key cycle routes –** Safe, direct, connected cycle routes are a key Crawley Growth Programme priority, aiming to link Three Bridges and Gatwick Airport railway stations directly with Manor Royal and the Town to make journeys by bike a reality.



**3. Bus hubs –** The Town Centre bus station will be modernised and transformed with improved access, seating and waiting space. Further hubs with smart facilities and improved realtime information, WiFi and charge points for mobile devices on bus services will increase the appeal of bus travel.



**5. Parking management schemes –** West Sussex County Council's emerging road space audit (RSA) looks at car parking space efficiency for different road users. This data can be used to: identify better use of street space, cut conflicting demand and reallocate underused car parking space that may be empty for long periods.



# Delivering the vision



**6. Local Walking and Cycling Infrastructure Plan (LCWIP)** – a prioritised route development programme based on a critical analysis of the existing network and future needs. The LCWIP includes detailed development planning guidance on walking and cycling infrastructure. See appendix III.



**7. Car club** – establishing a car club, where strategically positioned cars with guaranteed parking spaces linked to digital booking and payment, will provide a key piece in the transport jigsaw. For residents and business, this means shared car use nearby when it's needed without the hassles, costs or waste of ownership.

**8. Electric vehicle charging points** – the Borough will work with the County Council to extend these across the town, including rapid chargers, encouraging the switch to EVs and helping to improve local air quality.



**9. Digital travel platform** – NIMBLE, an innovative online MaaS facility for personalised, integrated travel information and ticketing, is being developed by Metrobus and supported through the CGP with plans to pilot on Manor Royal.



**10. Business travel planning** – digital technology has enabled changing workplace practices. This means greater flexibility in working hours, home working, journey sharing and managing deliveries, as well as public transport information. Personal travel planning as well as incentives and constraints designed with the business can enable their staff to choose sustainable travel.

The Crawley Growth Programme (CGP) provides a package of solutions in a partnership of authorities, business and transport providers, concentrating around the town centre and Manor Royal. Additional initiatives will be implemented to support businesses across the town.

# Current local challenges

While many of Crawley's residential streets are leafy and attractive with little traffic, many busy streets can feel unsafe for residents, particularly for children. Coming into Three Bridges or Crawley stations, people enter an unwelcoming, vehicle-dominated space presenting immediate barriers to walking or cycling. Road traffic at key gateways to Crawley generates congestion, noise and exhaust emissions contributing to poor air quality and climate change.

## Key challenges include:



1. Vehicle emissions around the Hazelwick roundabout and roads approaching it, are the major source of pollutants above nationally acceptable levels, leading to Crawley Borough Council declaring it an Air Quality Management Area.



4. Commuter car parking can spill over from workplaces into residential streets and other areas. Limited residential street space means, verge parking can obstruct walkways and damage street landscapes.

2. Traffic congestion affects businesses and people working for them, particularly around Manor Royal. This is largely at rush hour peaks, affecting delivery and other business traffic and holding up bus services.



5. Squeezed space is unattractive for cycling and walking and can mean conflict, particularly for prams and mobility scooters.



3. Street infrastructure in need of major upgrade, especially at road junctions, means fewer people walking and cycling. This can feel unsafe and unattractive for pedestrians.



6. The cost of public transport can be prohibitive and timetables may not always meet needs.



# Current local challenges



7. School runs and car-dominated streets reduce activity amongst children – contributing to obesity, diabetes, respiratory and cardiovascular disease.

6. Larger, traffic-heavy roads cause severance where people are deterred from moving across the streets, affecting access to retail business and services.



8. Increasing car parking takes up valuable land, impacts on the natural environment and can increase car use and create conflict.



9. Routine local travel by car, such as school runs, can mean children develop less familiarity with their neighbourhoods and local residents and reduced confidence

10. Potholes, broken pavements and other road damage affect all street users and are a drain on local authority budgets.



11. Noise from road traffic and aircraft impacts residents, business and visitors to Crawley which can affect mental health.



With the dominance of road traffic and limitations of other means of transport, it is not surprising that some businesses see car travel as the only real option for their staff. However, increasing parking only makes car commuting more attractive which increases peak time congestion and calls for increased road space – which, in turn, increases local road traffic. At the same time, the increasing volume of vehicles makes business environments less attractive. Real solutions for commuters lie in tackling the barriers to choosing more sustainable means of transport and providing a more flexible ways of working.

# Clean air and active health

High levels of pollutants from traffic increase heart and respiratory disease, lung cancer, strokes and asthma, premature deaths and child development problems. Lack of routine exercise like walking and cycling can lead to obesity, diabetes, heart disease and cancers.

## Air quality

Local authorities have to take action on air quality where levels of specified contaminants exceed acceptable levels. Crawley declared an Air Quality Management Area (AQMA) in 2016 as a response to unacceptable levels of nitrogen oxides, largely due to road traffic. This AQMA centres on Hazelwick Roundabout, extending along Hazelwick Avenue, Crawley Avenue, Northgate Avenue and part of Gatwick Road. Air quality inside a car can be several times worse than that in the street outside.

Public Health England (PHE) advocates improving air quality through action on:

- investment in clean public transport, walking and cycle paths
- low emission vehicles
- ensuring clean air zones and separating people from polluted roads
- idling of road vehicles, especially close to schools.

## Movement for health

There is strong evidence that physical activity improves physical and mental health, and that walking and cycling make important contributions to overall physical activity levels. Active travel can include use of public transport as stages of walking or cycling are normally necessary for using buses and trains.

We need to provide an environment that supports walking and cycling that is accessible to all, including people with disabilities and long-term conditions. Using bikes can be the key to mobility for people with physically limiting conditions.



*Air pollution contributes to cancer, asthma, heart disease, stroke and dementia.*



*“Physical inactivity is responsible for one in six deaths and is believed to cost the UK £7.4 billion each year, including £900 million to the NHS”.*

NICE, 2019

# Planning for people and places

Transport and access developed around the new town of Crawley at a time when far fewer families owned cars and cycling and walking were common ways of getting around. As road traffic has grown, this has impacted on life in Crawley.

Direct impacts are well known: increasing carbon emissions; traffic congestion; poor air quality; ever increasing demand for parking; street 'severance' (where busy roads divide communities, reduce safety and restrict access to facilities); and rising highway maintenance costs.

Wider consequences are less obvious: poor health due to car dependency and reduction in physical activity; isolation of people who do not drive; and fewer people on streets which are made less attractive due to traffic. Streets with lower footfall can lead to an increase in crime and anti-social behaviour and a loss of the sense of community.

Traditionally, dealing with growing traffic has been on a 'predict and provide' basis, where traffic levels are predicted, based on historic trends, and the highway network is expanded to provide for these. Expanding road space has been shown to generate traffic movements, over and above expected growth and does not solve congestion. It has been described as 'planning for vehicles'.

Newer thinking now proposes a 'plan and provide' approach, where we decide what is needed for better access and quality of environment and provide streets and spaces to achieve that. This is described as 'planning for people and places'.

## We all know

that **walking, cycling** and taking the **bus** are **best** for our health and environment, reduce traffic and save money

## but sometimes feel

it can be **hard** to see how these can work for us

## and forget we said

"I got stuck in **traffic**"  
"I couldn't find a **parking** place"  
"I don't have **time** for exercise".

## which means

we can **benefit** from including walking, cycling or taking the bus in our **routine**, more than we think.



# New directions, new thinking

## Urban design

When good urban design provides attractive walking space and safe, connected, direct cycle routes, links with accessible rail and bus services and good service information, people use them.

Business benefits from people-friendly streets. Where walkable places attract people, businesses fare better, attracting customers and staff. Higher housing densities around public transport hubs, known as 'Transit Oriented Development', with well-connected cycling and walking routes make these modes of travel natural choices. This development approach is less wasteful of scarce land and improves accessibility for everyone. It creates a more attractive, active neighbourhood, encouraging use of local retail and services.

In the past, development was designed around car and service vehicle access. Car use needs to fit into development designed around people's needs, providing real choice and flexibility in travel, where parking measures are enforced and car club and rental is convenient.

New urban planning approaches use smart traffic management which separates vehicles going past an area from those that need to access it. 'Through' traffic is channelled onto key main routes. Streets within residential and business areas are filtered to enable easy, direct walking and cycling – and sometimes bus access – throughout, while motor vehicles can reach their destinations but not cut through. In these calmer streets, walking or cycling can be the safe, quick and most attractive option.

## Managing vehicle demand

Cars can provide a very useful, independent and flexible mode of travel, but come at a cost. Fuel is the smallest part of total costs to the car user. Most is for the car itself, insurance, maintenance and duty, so the full cost of a car journey is rarely acknowledged.

Costs to the community (including car owners) arise from carbon emissions, poor air quality, congestion, road building and maintenance, public health effects, collisions and isolation of

On average, over the last **20 years** people are **travelling less** and making fewer trips  
commuter trips are down by a **5th**

NTS 2017



is up



is up



in Crawley is up

All Change 2018 and Metrobus



# New directions, new thinking

non-car users. Take up and fragmentation of land for vehicle use is at the expense of space for housing and business development, wildlife, amenity and affects safety and access.

Shared mobility through car clubs and hire is more efficient, so when you need to use a car, cost is incurred only at the time of the trip. It is available when you need it, and the responsibilities and expense of owning a car that otherwise sits unused for most of the time, taking up valuable space, is left to the shared car company. This also increases options for use of electric cars with dedicated charging spaces.

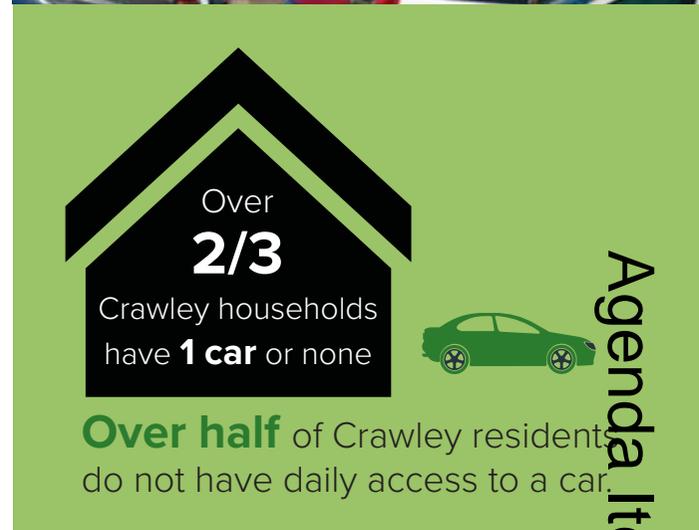
Shared car use could be a particular advantage to people living in Crawley town centre or neighbourhoods with good rail and bus connections and limited parking. It is also a practical option for households with two cars, where the less-used vehicle can be replaced with a car club account, reducing household costs, hassle and local parking demand.

## Digital technology

Digital communications is reducing the need to travel. Fast broadband can enable business flexibility for working from home or on the move. Manor Royal Business Group has invested in a faster digital network and the Borough aims to enable rolling out of gigabit full-fibre internet access.

Mobility as a Service (MaaS) uses smart digital technology to connect all elements of your journey easily with personalised journey planning across all modes of publicly available transport, integrated with tracking services and online ticketing at the right time. It is becoming a reality for many in cities, and is expected to start to become available in Crawley in 2020.

As the technology advances and becomes even more embedded in daily life, personal ownership of cars is becoming less appealing. This is reflected in the national decline in young people



# Ideas and options

With so much innovation across the country, there is a lot of experience and knowledge that Crawley can draw on for new ideas on improving how people can move around the town.

These may include:



**1. Neighbourhood street planning** – low traffic neighbourhoods make residential streets safer and work better for residents, with more community interaction and healthy, physical activity. Vehicle ‘filtered’ streets with continuous and connected walking and cycling to reduce local congestion, increase safe access to schools and public services and improve local retail business in the parades.



**3. Pedestrian priority** – walking infrastructure improvements shifting the emphasis of motor traffic flow to people at crossings, junctions and entrances, particularly through reprioritising traffic signals.



**4. School run programme** – a culture shift in how young people get to school to develop active travel for health and action on climate heating. This can include piloting ‘school streets’, where vehicle filtering on streets by schools encourages safe walking and cycling to school.

**2. Better road design**, rethinking traffic flows – focusing on efficient urban design for safe, attractive streets for all users. This means selected clear, priority ‘through’ routes for motor vehicles and controlled access for neighbourhood streets, rather than designing for greater vehicle numbers and speeds. Better design can identify more efficient car parking space and release land from highways for other uses such as housing or business.



**5. 20mph** – speed limits in the neighbourhoods, extending to all but ‘through’ routes for motorised traffic.



# Ideas and options

**6. Manage demand** – on the busiest parts of the road network as we cannot build our way out of congestion. This can include economic and technology-based systems such as Pay-as-You-Go car use, managed parking and Mobility as a Service systems, making sustainable travel more attractive.



**8. Integrated ticketing** – to ease transition from one mode of transport to another.



**10. Cross discipline coordination** – tying in developing active travel measures with environmental health, personal health and wellbeing, housing, land use planning and sport. This can help optimise resources and draw together expertise and knowledge.

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**7. Bikeshare** – including electric bikes – town-wide bike hire is operating in many cities and has potential for Crawley to improve the transport mix, particularly for ‘first or last mile’ parts of journeys.



**9. Business support on travel** – direct staff support to larger companies to advise, encourage and help enable the shift in staff commuter journeys away from single occupancy car trips. Improving sustainable access for work has many business and staff benefits in addition to reducing congestion and parking demand. The Bike It programme shows that one-to-one organisational support works in changing travel behaviour.



**11. Bus Rapid Transit and priority measures** – use of traffic signals, detection systems, bus stop positioning and bus lanes to prioritise bus traffic over other road traffic to improve journey times.

Many schemes can be piloted to trial ideas. This will develop local community feedback and learning on improving street infrastructure, to identify best practice and good urban design for Crawley

Agenda Item 7 Appendix a

# Crawley Borough Council

Crawley Borough Council aims to lead by example and adopt measures to reduce car use by single occupants for council-related travel by commuting staff and visitors. The council already provides:

- bike purchase incentive schemes
- pool bikes for work-related trips or to try out bike riding
- discount cards for savings on train and bus journeys; and
- flexible staff working, including working from home to reduce the need to travel

Further measures could include:

- revise council business travel procedures to encourage walking, cycling and using public transport;
- reviewing car parking subsidies
- fleet vehicle review, including a shift to electric vehicles, including e-bikes, cargo bikes and participation in a car club;
- a new staff travel plan to support sustainable commuting with Personal Travel Planning;
- prioritising walking, cycling and bus access to council-owned properties and events
- improving communications on public transport, walking and cycling to staff and visitors



# Action planning

The New Directions plan is to undertake a technical transport study to create a framework for future decision-making, guided by a principle of planning for people and places.

Using a range of available economic, census, transport and employment data, the study will identify where people need to get to and from and model the impacts these trips have on traffic and space. This will provide evidence to enable us to develop an action plan with clear options and ambitious targets and timescales beyond currently planned activity.

This action plan will need to align with the aims of the emerging Crawley Local Plan, West Sussex' planned revised Local Transport Plan, the final Transport for the South East (TfSE) strategy and the National Planning Policy Framework.

TfSE transport priorities can guide targets for the Crawley plan:

- Cut carbon emissions to zero
- Reduce the need to travel – particularly by car
- Protect and enhance natural and built environment
- Net gain in biodiversity
- Minimise resource consumption by the transport sector
- Active travel networks to improve health
- Improved air quality
- Affordable, safe and accessible network
- Integrated, seamless passenger-focused network
- Improved connectivity between hubs
- Reliable journeys for people and goods
- Resilience to weather and incidents
- Integrated land use planning with transport
- Smart digital technology, managing demand



# Action planning

This first draft of “New Directions for Crawley” is submitted for public consultation on the issues and options to develop the strategy. The action plan will be developed with stakeholder engagement. This will not only establish an understanding and subsequently acceptance of new approaches, but provide key local knowledge and technical detail to inform the plan.

## Funding

The question will arise on how the improvements will be funded. This is always difficult, but as a rapidly developing town with an evidence-based strategy for transport and access, Crawley will be in a good position to access funds such as:

- The Towns Fund – government programme in development
- Section 106 and Community Infrastructure Levy from new development
- Crawley Growth Programme (extension to the existing programme)
- Future High Street funds
- Air quality improvement funds
- Potential national CWIS budget

Collaborative working with other sectors such as health, education and communities, for joined up outcomes, can also provide leverage for effective funding.

Framework indicators and targets will be determined by the study.

***You can submit comments on ‘New Directions for Crawley’ online at [www.crawley.gov.uk/NewDirections](http://www.crawley.gov.uk/NewDirections) or directly email [NewDirections@crawley.gov.uk](mailto:NewDirections@crawley.gov.uk) by 9am Monday 20 February 2020.***



# Crawley's Local Plan

The Crawley Borough Local Plan sets out the framework to guide development in the borough, currently being revised to take it to 2035. Development should be concentrated in locations where sustainable travel patterns can be achieved through the use of the existing transport network, including public transport routes and the cycling and walking network.

Developers may be required to help improve these transport networks.

Many aspects of the Local Plan are impacted by transport and access across the borough.

These include:

- **Pollution** – affecting air quality, from vehicle emissions;
- **Climate change** – over 30% of Crawley's carbon emissions are from motor vehicles;
- **Flooding** – car parking and roads affect the area of permeable land surface available for water absorption;
- **Noise** – where road traffic noise can affect quality of life;
- **Character** – traffic levels, on street parking and road space can affect the town's streets;
- **Land supply** – significant space is given over to car parking and unused highway land take;
- **Green infrastructure and biodiversity** – highways and road traffic can be highly damaging to natural space, soils, waterways and wildlife;
- **Health** – the borough is below the national average for residents' levels of physical activity.

Transport and access challenges presented by an increasing population and development in Crawley of at least 5,100 homes, including new developments within Forge Wood (1,900) and the Town Centre (2,000). Further traffic pressures arise from other development beyond the town boundary and potential growth of Gatwick Airport.

Crawley's Urban Design guidance explains that all development should make places that connect with each other and are easy to move through, putting people before traffic and integrating land uses and transport networks. An important function of the street is to accommodate movement. This should broaden transport choices for all and not focus solely on motorised vehicles, as it has in the past. Streets should provide space for electric vehicles, cyclists, pedestrians and people with particular mobility needs to all move comfortably.

The following are relevant abstracts from Crawley's emerging Local Plan policies:

### CL1 Neighbourhood Principle

- b) ensuring the neighbourhood centres remain the focal point for the local community, providing facilities that meet their day-to-day needs within walking distance;

### CL4 Effective use of land: sustainability, movement and layout

- 5. In order to encourage walking and cycling the layout and movement pathways of new schemes must:
  - i. Understand and respond to the wider borough pattern of movement, demonstrating how new walking and cycling connections will enhance and integrate schemes with Crawley Town Centre, local centres, transportation hubs, schools, employment areas
  - ii. Connect new development to areas of rural open space and /or large urban areas of green open space.
  - iii. Ensure new route alignments follow direct desire lines as much as possible allowing for through routes to be straight and direct, providing clear, legible and obvious linkages to adjoining areas.
  - iv. Arrange layout so that buildings are orientated to overlook these movement corridors in order to provide passive supervision and safety.



*“Good walking access adds more to the value of homes than good car or rail access”.*

(Land value and transport: modelling and appraisal final report, Institute for Transport Studies, University of Leeds, 2019)

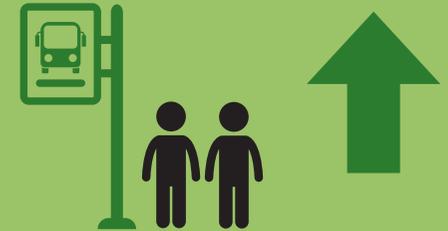
In addition to the above, larger schemes will be required to:

6. Submit a transport assessment (see Policy ST1);
7. Establish a form of development based on sustainable and compact layout and scale;
8. Be planned and located adjacent to stations, stops or interchanges along existing segregated, high capacity, high frequent public transport corridors and their stops/ interchanges. A contribution may be required to fund or part-fund the expansion of the same (see Policy ST1 and the Planning Obligations Annex); and
9. Be designed and laid out so that it ensures future inhabitants are within five to eight minute walking distance of such rail stations or bus stops.

### CL5 Form of new development: layout, scale and appearance

- e. Achieve minimum densities in line with the following density categories. This is required in order to take advantage of sustainable transport options and encourage significant levels of modal share.
  - i. **High density:** A minimum of 200 dwellings per hectare.
  - ii. **Medium density:** Within a range of 100 - 200 dwellings per hectare.
  - iii. **Lower Medium density:** Within a range of 60 – 100 dwellings per hectare in areas within 5 -8 minutes walking distance of stops along Fastway Route 10, south of Crawley Avenue to the Broadfield Barton Fastway stop.

More people in Crawley **travel to work by bus** than anywhere else in West Sussex (and it's going up).



The number **10** bus runs **24/7** Bewbush to Gatwick Airport mostly every **6** minutes

**ST1: Development and Requirements for Sustainable Transport**

Development should be located and designed so as to encourage travel via the walking and cycling network and public transport routes, while reducing dependency on travel by private motor vehicle (also see Policy CL4 and CL5). This should include:

- i. Designing developments to prioritise the needs of pedestrians, cyclists and users of public transport over ease of access by the motorist;
- ii. Providing an appropriate amount and type of parking in accordance with Policy ST2;
- iii. Phasing the development process so that walking and cycling infrastructure forming part of the development is in place and usable at the point of first occupation;
- iv. For development which generates a significant demand for travel, and/or is likely to have other transport implications: contributing to improved sustainable transport infrastructure off-site, including, where appropriate, bus priority measures, enhanced passenger information, and routes identified in the council’s Local Cycling and Walking Infrastructure Plan;

Developments should meet the access needs they generate and not cause an unacceptable impact in terms of increased traffic congestion or highway safety.

[A] Mobility Strategy or Travel Plan will identify:

- how the development will optimise the usage of sustainable modes of transport as opposed to the private motor vehicle;
- appropriate improvements to sustainable modes, or the introduction of new infrastructure that is required to adequately mitigate development impacts and detail how this will be delivered and operated.



*“Not everyone drives: people who are young, elderly, with disabilities or ill health, on low income, who cannot or do not want to drive, are disenfranchised by car-centred policies”.*

CBC



# West Sussex Transport Plan

## Local Transport Plan (LTP)

The LTP's objectives for the county are:

1. promoting economic growth
2. tackling climate change
3. providing access to services, employment and housing
4. improving safety, security and health.

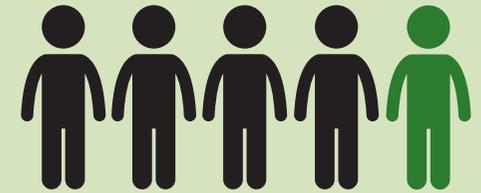
The LTP recognises that over reliance on car-based transport excludes people. It points out that older people have problems accessing services, as a significant proportion have no access to a car, and that affordability and availability of public transport services are key concerns for young people in West Sussex. It aims to tackle obesity by encouraging active travel, using sustainable modes of transport.

The LTP tells us that 46 % of respondents to the West Sussex Household Travel Survey said that lack of safe cycle routes is a moderate or severe problem and 37 % said the same about walking routes.

It recommends that new development places work, education, leisure and food retail opportunities close together so that people have less need to travel enabling disadvantaged people to access employment opportunities, key services, social networks and goods. It suggests tackling speed limits, including allowing reductions to 20mph in urban areas.

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More than **1 in 5** year 6 **children** in Crawley are **obese**



At morning peak nearly **1 in 5** cars are taking Crawley children **to school**



Agenda Item 7 Appendix a

The West Sussex LTP identifies challenges facing Crawley, including:

- Large housing developments overloading highways and public transport and the need for good connectivity with local and town centre facilities, especially by walking and cycling;
- Road congestion causing unreliable journey times and poor air quality;
- HGVs diverting onto unsuitable residential roads;
- Localised school run congestion;
- Insufficient pedestrian and cycling facilities – disjointed cycle and walking networks with inadequate signing or safe crossing points, poor surfacing and lack of secure public cycle parking;
- Residents’ concern over high speed of traffic within residential and built up areas;
- The need to integrate Crawley’s railway stations with other transport modes and outdated passenger facilities.

The LTP’s aims for Crawley are:

- to shift to sustainable modes of transport;
- improving the existing cycle and pedestrian network through: improved signing; connecting routes, particularly reducing severance caused by the A23 ring road; repairing and maintaining surfaces;
- to reduce the speed of traffic within residential and built-up areas;
- short-term measures for better interchange between public transport modes at all stations;
- ensuring best possible rail service provision to Crawley Borough.

***Planning policies of both Crawley Borough Council and West Sussex County Council recognise the benefits of and need for changing the patterns of building development and transport infrastructure to enable sustainable travel and access.***



*“New and upgraded roads should prioritise pedestrians, cyclists and public transport over motorised vehicles”.*

NICE, 2019



# Cycling and Walking

The government's 2017 Cycle and Walking Investment Strategy (CWIS), aims to double numbers of cycling trips and significantly increase walking by 2025. Having shown commitment to supporting cycling and walking as key transport elements, it is hoped that the Department for Transport (DfT) will develop its ambitions for the CWIS. It proposed Local Cycle and Walking Infrastructure Plans (LCWIP) as a way of local authorities progressing the CWIS.

West Sussex County Council (WSCC) developed its Walking and Cycling Strategy in 2016 and its Cycling Design Guide in 2019. With DfT funding, in 2018 WSCC coordinated a partnership programme to develop LCWIPs across the county with a number of local authorities, including Crawley. The first stages of the Crawley LCWIP were completed in December 2019.

DfT guidance on developing LCWIPs establishes a systematic, evidence based and strategic approach to identifying and planning cycling and walking corridors and provides tools to help evaluate routes.

The LCWIP gives us:

- a **cycle network plan** of preferred routes for further development based on corridors developed from origin and destination points identified with social and economic data, planning . The initial network plan is shown on the next page of this appendix.
- a **walking zone** and route plan for improvements. The Town Centre has been evaluated as a core walking zone, along with a route to Crawley Leisure Park. Manor Royal will be next evaluated as a walking zone, using the same assessment tool to identify the types of improvements needed;
- a prioritised **programme of infrastructure improvements** for future investment. A systematic approach to prioritising routes includes value for money and funding, benefits to communities and other schemes they relate to;
- a **report** with the analysis to support the improvements, informing other policies, strategies and delivery plans and help guide development.



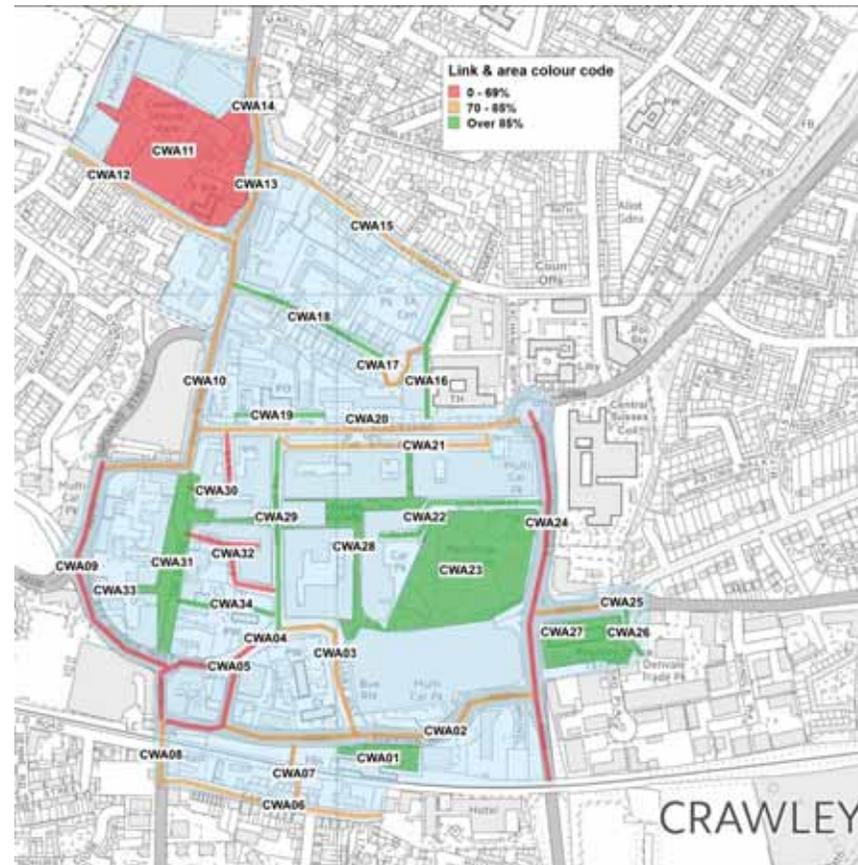
The Plan extends across the whole town. Crawley Borough Council worked with the Crawley Cycling and Walking Forum to develop the network plan and undertook a community consultation to help identify improvements needed and priorities. The process has benefited from:

- a detailed audit in 2016 of the existing **Crawley Cycle Network** by Transport Initiatives consultancy;
- **Crawley Growth Programme** cycle scheme proposals to support access for the Manor Royal and the Town Centre; and
- **Manor Royal Business Group's** 'grey' and 'green' street audits for walking.

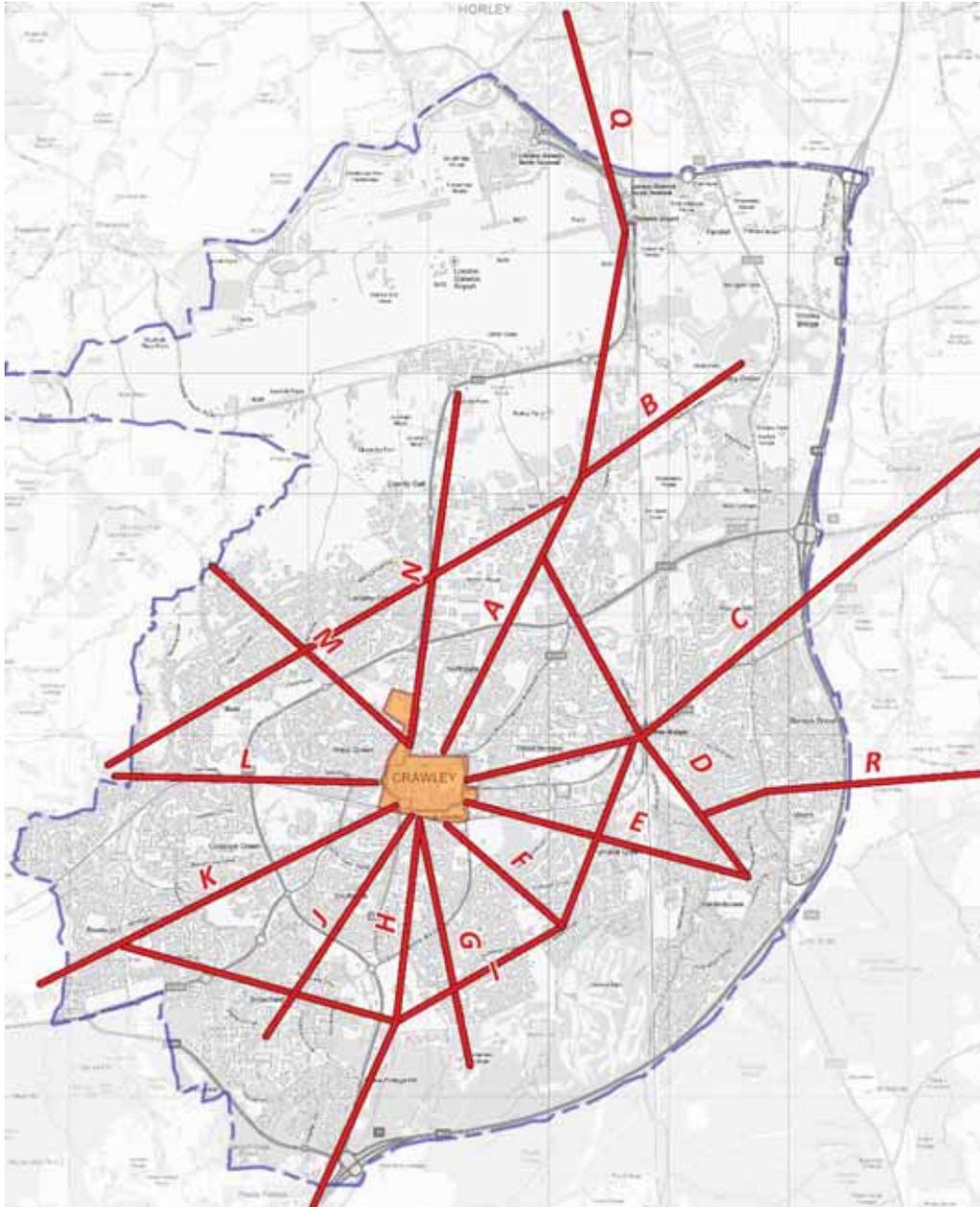
Walking zone and route assessments and the cycle route network plan will be included in development of the action plan.

### LCWIP – Crawley Town Centre Walking zone assessment

Links and areas classified as Poor (pink), Adequate (amber) or Good (green) by percentage against assessment tool criteria. Full report includes crossings.

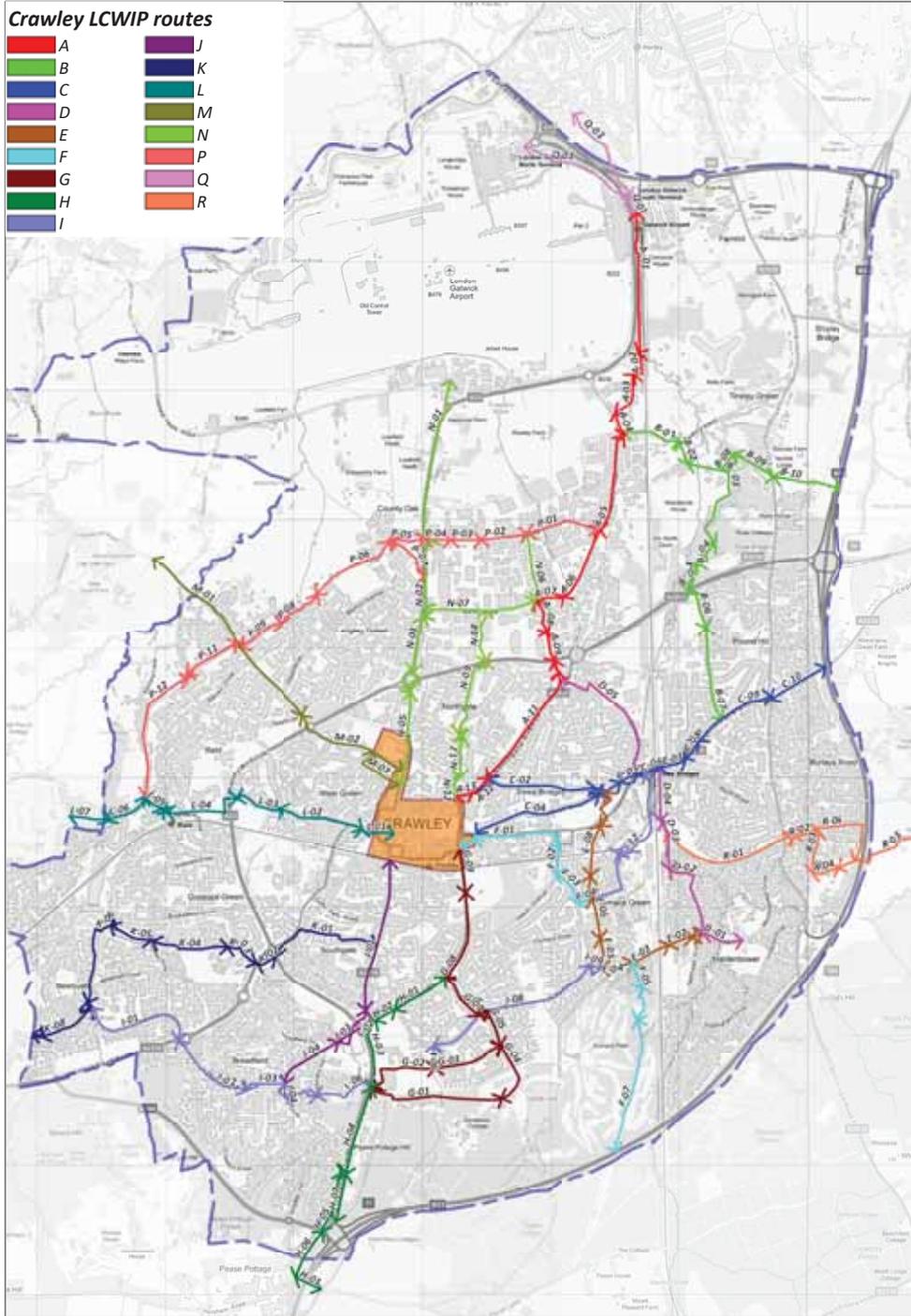


**Crawley LCWIP Movement Corridors:**



<b>A</b>	Gatwick Airport to Town Centre via Manor Royal and Northgate
<b>B</b>	Forge Wood to Manor Royal
<b>C</b>	Copthorne to Town Centre via Three Bridges
<b>D</b>	Maidenbower to Manor Royal via Three Bridges
<b>E</b>	Maidenbower to Town Centre via Furnace Green
<b>F</b>	Tilgate to Town Centre
<b>G</b>	Tilgate Nature Centre to Town Centre
<b>H</b>	Pease Pottage to Town Centre via K2/Tilgate
<b>I</b>	Bewbush to Three Bridges via Broadfield & K2/Tilgate
<b>J</b>	Broadfield to Town Centre
<b>K</b>	Kilwood Vale to Town Centre
<b>L</b>	West of Ifield to Town Centre
<b>M</b>	Ifield Avenue to Town Centre
<b>N</b>	Lowfield Heath to Town Centre
<b>P</b>	West of Ifield to Manor Royal
<b>Q</b>	Gatwick Airport to Horley
<b>R</b>	Worth Way

Key movement corridors identified through LCWIP process.  
Corridors Q and R not further evaluated at this stage.



Cycle routes identified from movement corridors and assessed for improvement against LCWIP selection tool criteria.

# Further discussion

## Climate

The Intergovernmental Panel on Climate Change advises that net carbon emissions need to be cut to zero before 2050 and almost halved by 2030. Others regard this as conservative and that more urgent action is required. All are clear that we must contain climate heating below 1.5 degrees over pre-industrial levels by 2050 if catastrophic climate change is to be avoided.

Continuing with 'business as usual' would mean we are headed for 1.5 degrees by 2030 and 3.5 degrees by 2050. Currently, at a little over 1 degree increase, we are already experiencing climate effects in the UK and around the world.

## Electric vehicles

It is important to shift car use to electric vehicles to cut emissions. This will help improve local air quality, but will not result in the necessary reduction in carbon even if there is a rapid transition. The shift will need to include moving away from private vehicle use and towards 'shared mobility' including public transport, car clubs and car rental and bike hire.

The current share of electric vehicles is around 1.5% and new sales are at 2.5%. Electric vehicle (EV) manufacture is more energy intensive than diesel and petrol cars and, while energy use in running vehicles is more efficient than with fossil fuelled cars, EVs still generate carbon emissions through electricity generation. Taken over the whole life of the vehicle, currently EVs produce around three quarters of the emissions of conventional cars. This will improve as renewable energy makes up more of the share of electricity generation and battery technology improves, particularly in the sourcing and toxicity of the materials involved, but it is unlikely to get us to where we need to be in time to meet carbon targets.

It is estimated that electric vehicle will add 6.8% to global electricity demand in 2040, and drive a growth in demand for Lithium-ion batteries from 151 GWh in 2019 to 1,748GWh by 2030.



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27. <https://climateactiontracker.org>

## EQUALITY IMPACT ASSESSMENT

<b>Name of activity:</b>	<b>Transport Strategy: 'New Directions for Crawley'</b>	<b>Date Completed:</b>	<b>2 Jan 2020</b>		
<b>Directorate / Division responsible for activity:</b>	<b>Economy and Planning</b>	<b>Lead Officer:</b>	<b>Louise Skipton-Carter</b>		
<b>Existing Activity</b>	<input type="checkbox"/>	<b>New / Proposed Activity</b>	<input checked="" type="checkbox"/>	<b>Changing / Updated Activity</b>	<input type="checkbox"/>

### What are the aims / main purposes of the activity? (Why is it needed? What are the main intended outcomes?)

Crawley Borough Council aims to join those in the forefront of new thinking on transport with this developing transport strategy: 'New Directions for Crawley'. The strategy outlines a forward-focused vision for a low carbon, healthy and attractive town where our transport and access needs are centered on movement of people and goods rather than vehicles. It looks at where we are now, presents issues and options, highlights new thinking and identifies opportunities for Crawley.

"New Directions for Crawley" is particularly timely as a means to help Crawley Borough Council respond to the Climate and Ecological Emergency. Across the Borough, transport is the primary contributor to climate heating and associated CO<sub>2</sub> emissions are increasing year on year. Transport also has a key impact on declining biodiversity.

### What are the main actions and processes involved?

Following public consultation, a multi-modal transport study will be undertaken alongside development plans and modelling of options. This will create a framework for future decision-making, guided by a principle of planning for people and places. A detailed action plan will be developed for the period to 2030, to enable Crawley to transform how we all get around and access our town, whatever our needs or abilities.

### Who is intended to benefit & who are the main stakeholders? (e.g. tenants, residents, customers or staff. How will they benefit?)

The strategy is relevant to staff, residents, businesses and their employees. They will benefit from improved transport and access across the town that addresses the current challenges posed by the climate crisis, air quality, affordable homes and poor health related to inactivity.

The main stakeholders are:

- All CBC departments that use transport in delivering their services
- West Sussex County Council, as the highway authority with technical, statutory and legal responsibility for aspects of transport infrastructure

- Transport providers, such as Network Rail and Metrobus
- Interest groups, such as TAG and the Crawley Walking & Cycling Forum
- Business Groups and Neighbourhood Forums

**Have you already consulted on / researched the activity?** (What consultation has taken place & what were the key findings?  
What evidence already exists? Are there any gaps that need further investigation? What still needs to be done?)

WSCC Transport Planning and Policy staff have been consulted on the Transport Strategy to ensure that statutory boundaries are respected and the role of the Local Transport Authority is acknowledged as a key stakeholder in terms of both policy development and scheme delivery. To date, this has identified areas requiring further clarification and suggestions for expanding some of the newer ideas, and these have been incorporated into the strategy.

The draft strategy will go out to wider stakeholder consultation from 20 January 2020 to 20 February 2020 and feedback will be used to shape the final strategy.

**Impact on people with a protected characteristic** (What is the potential impact of the activity? Are the impacts high, medium or low?)

Protected characteristics / groups	Is there an impact (Yes / No)	If Yes, what is it and identify whether it is positive or negative
<b>Age</b> (older / younger people, children)	Yes	<u>Positive Impact</u> Improved access to high quality public transport, and safe walking & cycling routes will benefit younger and older people, who are less likely to have access to private transport <u>Negative Impact</u> None
<b>Disability</b> (people with physical / sensory impairment or mental disability)	Yes	<u>Positive Impact</u> Improved walking routes with priority crossings for pedestrians and safe dedicated cycling facilities will enable more people to walk & cycle who currently cannot. <u>Negative Impact</u> None
<b>Gender reassignment</b> (the process of transitioning from one gender to another.)	No	<u>Neutral</u> The aim of the strategy is to improve transport & access for all

<b>Marriage &amp; civil partnership</b> (Marriage is defined as a 'union between a man and a woman'. Civil partnerships are legally recognised for same-sex couples)	No	<u>Neutral</u> The aim of the strategy is to improve transport & access for all
<b>Pregnancy &amp; maternity</b> (Pregnancy is the condition of being pregnant & maternity refers to the period after the birth)	No	<u>Neutral</u> The aim of the strategy is to improve transport & access for all
<b>Race</b> (ethnicity, colour, nationality or national origins & including gypsies, travellers, refugees & asylum seekers)	No	<u>Neutral</u> The aim of the strategy is to improve transport & access for all
<b>Religion &amp; belief</b> (religious faith or other group with a recognised belief system)	No	<u>Neutral</u> The aim of the strategy is to improve transport & access for all
<b>Sex</b> (male / female)	Yes	<u>Positive Impact</u> Only 25% of cycling journeys are currently made by females. It has been shown that providing safe dedicated cycling facilities particularly enables women to consider cycling for more journeys. <u>Negative Impact</u> None
<b>Sexual orientation</b> (lesbian, gay, bisexual, heterosexual)	No	<u>Neutral</u> The aim of the strategy is to improve transport & access for all
Whilst <b>Socio economic</b> disadvantage that people may face is not a protected characteristic; the potential impact on this group should be also considered	Yes	<u>Positive Impact</u> Safe walking & cycling routes and affordable public transport can benefit those in transport poverty, as it will not be necessary to own a private car to access the places and services needed. <u>Negative Impact</u> None

**What evidence has been used to assess the likely impacts?** (e.g. demographic profiles, research reports, academic research, benchmarking reports, consultation activities, staff surveys, customer surveys, public surveys, complaints, grievances, disciplinary cases, employment tribunal cases, ombudsman cases, media reports)

Extensive reviews of expert knowledge in the latest thinking on transport planning were undertaken in developing the strategy.

Sources include:

- Industry bodies such as The Chartered Institution of Highways & Transportation (CIHT)
- Academic experts
- CBC Strategic Planning and WSCC Transport Planning
- Transport for the South East (TfSE) – draft transport strategy

**What resource implications are there to deliver actions from this EIA?** (Quantify: people, time, budget, etc.)

None above and beyond what already exists within the service.

#### Outcome following initial assessment

Does the activity have a **positive** impact on any of the protected groups or contribute to promoting equality, equal opportunities and improving relations within target groups?

Yes

The strategy aims to create a low carbon, healthy and attractive town where our transport and access needs are centered on movement of people and goods rather than vehicles.

This will particularly benefit the young, the old and the disabled, who are less likely to have access to a private vehicle.

It will not disadvantage any particular groups.

Does the activity have a **negative impact** on any of the protected groups, i.e. disadvantage them in any way.

No

There are no negative impacts on protected groups.

#### Decision following initial assessment

<b>Continue with existing or introduce new / planned activity</b>	Yes	<b>Amend activity based on identified actions</b>	No
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<b>Action Plan</b> (Has the EIA identified any positive or negative impact on any of the protected groups which requires action? E.g. adjustments to the approach or documents, changes to terminology, broadening parameters of policy, etc. If so record any actions to be undertaken and monitored)			
<b>Impact identified</b>	<b>Action required</b>	<b>Lead Officer</b>	<b>Deadline</b>
Any changes to service delivery that result from implementing the strategy may themselves need to be assessed separately for their impact on people with protected characteristics	As and when changes are to be introduced, a separate equalities impact assessment may be required	Louise Skipton-Carter	Before changes are implemented

<b>Monitoring &amp; Review</b>	
<b>Date of last review or Impact Assessment:</b>	2 Jan 2020
<b>Date of next 12 month review:</b>	n/a review if changes are made to the strategy
<b>Date of next 3 year Impact Assessment (from the date of this EIA):</b>	n/a review if changes are made to the strategy

<b>Date EIA completed:</b>	2 January 2020
<b>Signed by Person Completing:</b>	Louise Skipton-Carter
<b>Date Sent to HR and Equalities Team:</b>	3 January 2020
<b>Approved by Head of Service:</b>	

NB – The original signed hard copy & an electronic copy should be kept within your Department for audit purposes. Send an electronic copy to the OD Officer in HR & Development. Also, please complete the summary document overleaf. This will be included on the Council’s website.

The EIA Toolkit provides guidance on completing EIAs & HR&D can provide further advice.



# Crawley Borough Council Equality Impact Assessment



Completed Equality Impact Assessment	Key findings	Future actions
<p><b>Directorate / Division:</b></p> <p><b>Function or policy name:</b></p> <p><b>Officer completing assessment (Job title):</b></p> <p><b>Date of assessment:</b></p>	<p>Economy and Planning</p> <p>Transport Strategy – ‘New Directions for Crawley’</p> <p>Louise Skipton-Carter Sustainability Manager</p> <p>2 January 2020</p>	

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