

COUNCILLORS' INFORMATION BULLETIN

Wednesday, 24 April 2019

Bulletin No: IB/971

INFORMATION ITEM	Pages
<p>1 Delegated Planning Decisions</p> <p>Delegated planning decisions for the week beginning 15 April 2019 are attached. Contact for enquiries: Jean McPherson, Group Manager: Development Management on 01293 438577.</p>	<p>5 - 6</p>
<p>2 Action Taken Under Delegated Authority (Significant Operational Decision): Watercourse and Drainage Management Service Contract</p> <p>The existing contract for Watercourse and Drainage Maintenance (Grill Clearance and Emergency Works) has provided a means of ensuring that the Council delivers on those liabilities associated with its Watercourse and Drainage Management function. The current contract expires on 30th June 2019 and the award of the contract will provide continuity of service thereafter.</p> <p>Following agreement of Cabinet on 13.3.19, (and as per delegated authority in Report HPS/17), the Head of Major Projects and Commercial Services in consultation with the Head of Corporate Finance, the Head of Legal, Democracy and HR, the Leader of the Council and the Cabinet Member for the Environmental Services and Sustainability has awarded the Watercourse and Drainage Contract to the most advantageous (winning) tenderer (Bidder 1).</p> <p>More detailed information relating to the procurement is attached for Councillors only.</p>	<p>7 - 8</p>



New Printing Arrangements

The new MFDs (printers) have been installed. A guide on how to use them is on [the intranet](#).

The new MFDs can be found in the following locations:

Town Hall (Ground Floor)

- Corridor outside G8
- Housing, G15
- Benefits face-to-face area
- Contact Centre face-to-face area
- Community Wardens office

Town Hall (1st Floor)

- Housing Needs and Housing Options
- Democratic Services and Elections

Town Hall (2nd Floor)

- Crawley Homes, room 204
- Corridor outside room 212

Town Hall (3rd Floor)

- Finance / Council Tax
- Legal
- Benefits

Town Hall (4th Floor)

- Planning

Town Hall (5th Floor)

- Environmental Health

Metcalf Way Depot

- Depot
- Vehicle workshop

Tilgate Park

- Management office

Timberham House

- Port Health

Any printing of more than 50 copies must be sent to the Print Room. The speed of printing on our new MFDs is slower than the printers in the Print Room (60 pages per minute compared to 135) so please only use them for small print runs. This will also free up the reduced number of MFDs for staff and members to use.

The Print Room will be fully functional until late June, when services are disconnected in advance of the demolition of the eastern end of the building. The Print and Design Services Team will move to G15 and the Print Room will be in the former Parking Services reception.

The team will still be able to print in black and white (primarily for letters, which are printed on pre-printed letterheads with our colour logo) but not in colour so after the move, colour printing will be sent externally.

4 **Press Releases**

Press releases are available at www.crawley.gov.uk/news