

COUNCILLORS' INFORMATION BULLETIN

Tuesday, 24 March 2020

Bulletin No: IB/1018

INFORMATION ITEM	Pages
1 Delegated Planning Decisions Delegated planning decisions for the week beginning 16 March 2020 are attached. Contact for enquiries: Jean McPherson, Group Manager: Development Management on 01293 438577.	3 - 4
2 Action Taken Under Delegated Powers: Insurance Tender Appraisal On 19 March 2020 Councillor Lamb, as Leader of the Council, approved the appointment of bidder 4 for Lots 1 and 2 and bidder 5 for Lot 3 as the Council's insurance provider for a 3 year long term contract with an option to extend for a further 2 years as set out in report FIN/496 which was published for Councillors only on 10 March 2020 in Councillors' Information Bulletin IB/1016.	5 - 14
3 Action Taken Under Delegated Powers: Calendar of Meetings 2020/21 On 23 March 2020 Councillor Lamb, as Leader of the Council, approved the Calendar of Meetings for the municipal year 2020/21. The following documents are attached: <ul style="list-style-type: none">• List of calendars.• Public version of the calendar (formal meetings of the Council) (Appendix A).• Full version of the calendar (formal and informal meetings of the Council) attached for Councillors only (Appendix B).	5 - 14

4 **Minor Change to the Constitution: Affixing of the Common Seal**

To ensure business continuity in light of the Coronavirus pandemic, the Head of Legal, Democracy and HR in accordance with the Constitution has amended paragraph 13.5, bullet point (3) or Article 13 (Finance Contracts and Legal Matters) as follows (amended wording in bold):

“(3) The Common Seal will be affixed to those documents which in the opinion of the Head of Legal, Democracy and HR should be sealed. The affixing of the Common Seal will be attested by **one employee** being either the Chief Executive, and/or the Head of Legal, Democracy and HR and/ or some other person authorised by the Chief Executive or the Head of Legal, Democracy and HR for the purpose who shall authenticate the impression of the Seal with their signatures PROVIDED that, in the case of any document of formal or ceremonial importance to the Borough or of a character which the Council has resolved shall be attested by the Mayor, they, or in their absence the Deputy Mayor, shall be present and shall likewise authenticate the impressed seal.”

This change will take immediate effect.

5 **Membership: Unsupervised Play Investment Programme Working Group**

As set out in Councillors' Information Bulletin IB/1016, the Leader of the Council, using his executive rights, has agreed that the membership of the Unsupervised Play Investment Programme Working Group (UPIPWG) be as follows:

- Councillor Mullins (Chair)
- Councillor Ayling
- Councillor Irvine
- Councillor McCarthy
- Councillor Mwgale
- Councillor Pendlington

The first meeting of this Working Group will be arranged at a later date when it is deemed appropriate.

6 **Press Releases**

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