

Crawley Borough Council

Overview and Scrutiny Commission

Agenda for the **Overview and Scrutiny Commission** which will be held in **Virtual meeting - Microsoft Teams**, on **Monday, 8 March 2021** at **7.00 pm**

Nightline Telephone No. 07881 500 227



Chief Executive

Membership:
Councillors

T G Belben (Chair), T Rana (Vice-Chair), M L Ayling, R G Burgess,
R D Burrett, R A Lanzer, S Malik, T McAleney and A Pendlington

Please note: in accordance with Regulations in response to the COVID-19 Public Health Emergency, from April 2020 committee meetings will be held **virtually** via online video conferencing with committee members **in remote attendance only**. Any member of the public or press may observe a committee meeting (except where exempt information is to be discussed) via a link published on the Council's website **24 hours** before the scheduled start time.

In order to allow committee members to take decisions without disruption, only those Councillors who are members of the Committee or are presenting a report will be entitled to join the meeting feed. All other non-Committee members must view the meeting through the public feed. Exceptions to this will be made at the Chair's discretion and requires advance consent.

There will be no in-person public question time at any Council meeting while virtual Committee meetings are being held. All written questions submitted in **advance and accepted** in line with the Constitution will be published within a supplementary agenda. These will be read to the Committee and be followed by a response. The questioner will receive an emailed copy of the response given at the meeting. There will be no supplementary questions.

Please contact Democratic Services if you have any queries regarding this agenda.

democratic.services@crawley.gov.uk

Published 26 February 2021



Switchboard: 01293 438000
Main fax: 01293 511803
Minicom: 01293 405202 DX:
57139 Crawley 1
www.crawley.gov.uk

Town Hall
The Boulevard
Crawley
West Sussex
RH10 1UZ

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

Part A Business (Open to the Public)

	Pages
1. Apologies for Absence	
2. Disclosures of Interest and Whipping Declarations	
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.	
Councillors must also declare if they are subject to their party group whip in relation to any items under consideration.	
3. Minutes	5 - 20
To approve as a correct record the minutes of the Overview and Scrutiny Commission held on 1 February 2021.	
4. Public Question Time	
To consider any written questions that were submitted in advance and accepted in-line with the Constitution. These will be read to the Committee and be followed by a response. The questioner will receive an emailed copy of the response given at the meeting. There will be no supplementary questions.	
5. "One Town" - Draft Crawley Economic Recovery Plan	21 - 34
To consider report PES/385 of the Head of Economy and Planning.	
6. West Sussex Health and Care in Housing Memorandum of Understanding	35 - 38
To consider report SHAP/80 of the Head of Strategic Housing Services.	
7. Proposed Extension of Crawley Air Quality Management Area Boundary	39 - 54
To consider report HCS/25 of the Head of Community Services.	
8. Community Grants Allocations	55 - 68
To consider report HCS/27 of the Head of Community Services.	
9. Health and Adult Social Care Scrutiny Committee (HASC)	
To receive a brief update on the Health and Adult Social Care Scrutiny Committee (HASC).	

10. Forthcoming Decision List - and Provisional List of Reports for the Commission's following Meetings

To consider any requests for [future items](#). Those highlighted items have been referred to the Commission.

Items shaded have already been referred

Cabinet 30 June 2021 OSC 28 June 2021

Item	Date Included	PFD
Financial Outturn 2020-2021 (Quarter 4)	3 Feb 2021	
Treasury Management Outturn 2020 – 2021	3 Feb 2021	Yes
Temporary Accommodation Modular Housing Solution	9 Feb 2021	

Cabinet 8 Sept 2021 = Prov OSC 6 Sept 2021

Cabinet 29 Sept OSC 27 Sept 2021

Item	Date Included	PFD
Budget Strategy 2022/23 – 2026/27	3 Feb 2021	Yes
2021/2022 Budget Monitoring - Quarter 1	3 Feb 2021	

Cabinet 3 Nov 2021 = Prov OSC 1 Nov 2021

Cabinet 24 Nov 2021 OSC 22 Nov 2021

Item	Date Included	PFD
Treasury Management Mid-Year Review 2021-2022	3 Feb 2021	Yes
Budget Strategy Mid-Year Review	3 Feb 2021	
2021/2022 Budget Monitoring - Quarter 2	3 Feb 2021	

Cabinet 12 Jan 2022 = Prov OSC 10 Jan 2022

Cabinet 2 Feb 2022 OSC 31 Jan 2022

Item	Date Included	PFD
2022/2023 Budget and Council Tax	3 Feb 2021	Yes
Treasury Management Strategy 2022-2023	3 Feb 2021	Yes
2021/2022 Budget Monitoring - Quarter 3	3 Feb 2021	
Irrecoverable Debts 2021/22 (Over £50,000)	3 Feb 2021	

Cabinet 16 March 2022 OSC 31 14 March

Item	Date Included	PFD

11. Supplemental Agenda

Any urgent item(s) complying with Section 100(B) of the Local Government Act 1972.

This information is available in different formats and languages. If you or someone you know would like help with understanding this document please contact the Democratic Services Team on 01293 438549 or email: democratic.services@ Crawley.gov.uk

Crawley Borough Council

Minutes of Overview and Scrutiny Commission

Monday, 1 February 2021 at 6.30 pm

Councillors Present:

T G Belben (Chair)

T Rana (Vice-Chair)

M L Ayling, R G Burgess, R D Burrett, R A Lanzer, S Malik and A Pendlington

Also in Attendance:

Councillor B J Burgess, K L Jaggard, G S Jhans, P K Lamb, C J Mullins and P C Smith

Officers Present:

Natalie Brahma-Pearl	Chief Executive
Ian Duke	Deputy Chief Executive
Heather Girling	Democratic Services Officer
Karen Hayes	Head of Corporate Finance
Sallie Lappage	Forward Planning Manager
Chris Pedlow	Democratic Services Manager
Louise Skipton-Carter	Sustainability Manager
Clem Smith	Head of Economy and Planning
Ian Warren	Senior Planning Officer
Kate Wilson	Head of Community Services
Paul Windust	Chief Accountant

Apologies for Absence:

Councillor

Absent:

Councillor T McAleney

Minute Silence for Former Mayor and Councillor Raj Sharma

The Commission observed a minute's silence in memory of former Mayor and Councillor Raj Sharma who had sadly and suddenly passed away.

1. Disclosures of Interest and Whipping Declarations

The following disclosures were made:

Councillor	Item and Minute	Type and Nature of Disclosure
Councillor R A Lanzer	Climate Change Scrutiny Panel Final Report (Minute 5)	Personal Interest – Member of WSCC
Councillor R D Burrett	Proposed Article 4 Directions - Planning Change of Use from C3 (dwellinghouses) to C4 (houses in multiple occupation) (Minute 6)	Personal Interest – Lives near vicinity of Burwash Road, Furnace Green
Councillor R A Lanzer	2021/2022 Budget and Council Tax (Minute 7)	Personal Interest – Member of WSCC
Councillor R D Burrett	Health and Adult Social Care Scrutiny Committee (HASC) (Minute 11)	Personal Interest – Member of WSCC

2. Minutes

The minutes of the meeting of the Commission held on 23 November 2020 were approved as a correct record and signed by the Chair.

3. Public Question Time

No questions from the public were asked.

4. Petition – “Save Crawley's Adventure Playgrounds”.

The Commission considered report [HCS/26](#) of the Head of Community Services and the submission from the Principal Petitioner.

The report responded to the petition submitted from residents titled ‘Save Crawley’s Adventure Playgrounds’, following the recent budget consultation whereby over 1,200 residents gave their views on potential service changes an option was proposed to review the adventure play moving to a more flexible model of delivery. The petition documented the concerns and issues with loss of the supervised sites within the town as follows:

“Crawley Council have just announced that they will be closing all 4 of our adventure playgrounds, 2 will close completely and 2 will become unsupervised play areas.

This will leave the children of Crawley with nowhere safe to play. The adventure playgrounds are a part of Crawley’s history, they have been around for 60 years! I grew up spending most of my childhood playing in them and so have my children. They are still well used by so many local families. We love having somewhere to go that provides a safe place to be outside, socialising and exercising with toilets, staff and refreshments available to all. Us parents can meet up and we can bring the little

Agenda Item 3

Overview and Scrutiny Commission (20)

1 February 2021

ones along and they play here all day, they make new friends, gain confidence, get fresh air and exercise without it costing a fortune. Where will we go without these? Where can you go knowing that the kids can roam free without the worry of safety and knowing there is always a safe adult to hand if needed. What type of people could these areas attract if unsupervised?

They also offer reasonably priced childcare services throughout school holidays for those of us that don't have the ability to pay private fees whilst we are at work. For some parents this is a life line and we will be lost without it.

Where will our children go to socialise now? Out on the streets, causing mischief and creating issues due to boredom or stop going out and rely on technology?! We don't have youth clubs anymore, so these are their only options? What good will either of these do for the mental health of the next generation? Please sign our petition to ask the council to look at the options again and review this decision!"

In accordance with the Council's Virtual Committee Procedure Rules there were no in-person public speaking rights, however the principal petitioner had been given the opportunity to submit a written statement in advance of the meeting and this was read to the Commission. (This is attached as an appendix to the minutes).

The Commission thanked the principal petitioner for their submission. The report outlined the research that had been undertaken following receipt of the petition. Members considered this and the additional information.

During the discussion with the Cabinet Member for Wellbeing and the Head of Community Services, Members made the following comments:

- Residents should feel compelled to organise a petition if they were concerned regarding an issue affecting the town. It allowed officers and councillors to re-assess issues.
- It was remarked that the results of the consultation should not be ignored. There had been a 68% reduction in children attending activities provided by the Council's Play Service.
- It was acknowledged that other providers (not for profit) may be interested in the adventure playgrounds. However the sites would require substantial capital investment that exceeded current funds and the operational costs were significant.
- Children and young people had different expectations regarding play and the budget needed to be spent wisely, with the play team being allocated in the most effective and efficient way possible to ensure children could continue to be engaged.
- It was noted that the playgrounds were a part of Crawley's history and whilst they had been successful in the past, there was a need to move away from static sites. The proposed outreach model was more effective and would be provided in open spaces, parks and buildings, covering the whole town and be fully accessible and inclusive.
- It was acknowledged that the Play Service was primarily aimed at five to thirteen year olds. It was not intended as an alternative to youth provision. Youth Service provision was within the remit of West Sussex County Council.
- Clarification was provided regarding the cost per visit.

RESOLVED

That the Commission notes the petition, statement from the Principal Petitioner, background report and requests that the views expressed during the debate, are fed back to the Cabinet through the Commission's Comment sheet.

5. Climate Change Scrutiny Panel Final Report

The Commission considered report [OSC/292](#) of the Chair of the Climate Change Scrutiny Panel, Councillor K L Jaggard.

The Climate Change Scrutiny Panel was established to “look into and make recommendations focusing upon the workings and activities of Crawley Borough Council relating to carbon emissions”. It further requested that OSC co-opted a member or members of the Youth Council to the Scrutiny Panel. However despite repeated requests, unfortunately a co-optee was not forthcoming from the Youth Council.

The Scrutiny Panel’s recommendations reflected the motion unanimously agreed by Full Council in July 2019 and outlined proposals to help the Council to achieve the ambition to reduce carbon emissions generated by Crawley Borough Council activities by at least 45% by 2030 and to zero by 2050.

Councillors made the following comments:

- General support for the report and the Panel’s work. Panel members and officers were thanked for a thorough and comprehensive report.
- It was considered that the Panel’s recommendations to be very practical and thought the idea of the climate change impact assessment document on any new project/change in policy or service to be very important.
- It was disheartening that there had been a lack of response from co-optees but the public attendance pre-Covid and witness sessions had been positive and engaging.
- Acknowledgement there was the option to share best practice with other districts and boroughs.
- Recognition that in order to reach its carbon emissions target the council may have to lead by example and change the way it works and adapt.
- It was commented that the heating of the pool at K2 Crawley was the major consideration of energy consumption and the Panel had fully recognised there were industry standards and there were mixed views from individuals on the pool temperature. However it strongly wished for the recommendation to be considered.
- Support for the Climate Emergency Action Plan to be regularly reported back to OSC and Cabinet. The Climate Emergency Officer Advisory Group would consider options for reporting and report back as part of actions. The officers’ group was best placed to have the expert knowledge and skill to identify actions, activities and timescales within the council’s services. The action plan was set to identify resources, sources of funding and timescales for completion of actions in order to ensure the council remained on target. Led by the Climate Emergency Officer Advisory Group who have in-depth, enhanced expert knowledge of specific projects and have a crucial view on the council’s services.
- Whilst there was general support for the recommendations from the majority of members, there was concern raised from some regarding recommendation ‘q’ and paperless meetings, particularly the need to read reports thoroughly and length of time on devices. In contrast, there was recognition of the large environmental and financial benefits together with the availability of additional equipment along with further training. It was acknowledged the Cabinet Member for Resources took the decision that any newly elected councillor would be paperless from May 2018, whilst remaining compliant under the Equality Act.
- During the debate Councillor Lanzer (seconded by Councillor T Belben) moved a proposed amendment adding a further recommendation:

Recommendation:

2.3 c) *Request the Governance Committee look at the future format of the Council's formal and informal meetings to consider which should be face to face, virtual or hybrid.*

No objection was expressed by the Commission and the inclusion of Recommendation 2.3c was therefore declared to be Carried.

RESOLVED

That the Commission notes the report and requests that the views expressed during the debate, are fed back to the Cabinet through the Commission's Comment sheet, with the additional recommendation noted above.

6. Proposed Article 4 Directions - Planning Change of Use from C3 (dwellinghouses) to C4 (houses in multiple occupation)

The Commission considered report [PES/366](#) of the Head of Economy and Planning. The report sought approval for officers to proceed with new "non-immediate" Article 4 Directions applied specifically to the 10 residential zones listed in section 3.3 and set out in appendix A of the report.

These Article 4 directions would remove permitted development rights in those 10 zones for the conversion of residential dwellings to small homes in multiple occupation (HMOs) – which means that instead any future small HMO conversions in those 10 zones would be required to apply for planning permission. The principal rationale is that this will allow the Council to have control through the planning process to manage and limit concentrations of HMOs in these 10 zones, which following a full review officers consider were the most susceptible to HMO clustering within the Borough. The primary reason why these 10 zones in particular were considered susceptible to HMO clustering and what sets them apart from other parts of the Borough is the predominance of three storey town house dwellings in the zones – which were considered very attractive by HMO landlords.

During the discussion with the Cabinet Member for Planning and Economic Development, the Head of Economy and Planning, Forward Planning Manager and Senior Planning Officer, the following comments were made:

- It was acknowledged that HMOs above the five-person threshold require a licence and this assisted in monitoring, particularly the use of the map of licensed HMOs.
- The Directions would target specifically the 10 residential zones in Crawley where there was a clear majority of residential dwellings that were 3-storey terraced properties and multiple HMOs. Acknowledgement that the rationale was the coincidence of these types of properties, increased concentration and potential for HMO clustering. It was important to ensure that evidence and figures used to support the proposal was robust, for example in relation to numbers of bedrooms.
- With regards to Burwash Road in Furnace Green there were no licenced HMOs on the current list at present but it would be monitored. Concerns raised regarding conversions to HMOs elsewhere and displacement to other areas within the neighbourhoods and other areas within the town.
- It was anticipated that by introducing the Directions in some areas which currently have a lower number of HMOs, it may avoid the need to introduce further Directions in such areas at a later date.
- Support for a welcomed and balanced approach.

RESOLVED

That the Commission notes the report and requests that the views expressed during the debate, are fed back to the Cabinet through the Commission's Comment sheet.

7. 2021/2022 Budget and Council Tax

The Commission considered report [FIN/514](#) with the Leader of the Council, Head of Corporate Finance and the Chief Accountant. The Council has a statutory responsibility to set a Council Tax and Budget in advance of the commencement of the new financial year. The Council Tax has to be set by 11 March, each year.

During the discussion, the following points were expressed:

- Confirmation that the savings for the pitch and putt would be made through an increase in fees and charges. It was noted that the service had temporarily had to close due to the pandemic.
- Clarification sought on the redundancy provision and pension entitlement information held within the Pay Policy statement, following introduction of the reform of local government exit payments.
- Confirmation that the £506,450 was agreed in December 2020 as part of the in-year savings exercise, whilst the £506,000 has been identified as further current year savings as part of the consultation exercise.
- Acknowledgement that there had been genuine cross party working throughout the budget process and that members had been involved throughout the budget process.

RESOLVED

That the Commission notes the report and requests that the views expressed during the debate, are fed back to the Cabinet through the Commission's Comment sheet along with the tabled questions from Councillor Burrett included in the Appendix.

8. Treasury Management Strategy 2021-2022

The Commission considered report [FIN/517](#) of the Head of Corporate Finance on the Treasury Management Strategy for 2020/2021 which the Council was required to approve before the start of the financial year in accordance with the CIPFA Code of Practice for Treasury Management and the Council's financial regulations.

During the discussion with the Leader of the Council, Head of Corporate Finance and Chief Accountant, Councillors made the following comments:

- Acknowledgement that where the council had investments leased by other parties it was the intention that rents were paid. Should that not be the case given economic circumstances the council would liaise with liquidators or investigate relinquishing the property. Investments were entered into with the most suitable terms and best intentions.
- Clarity sought and obtained on the likelihood of a negative interest rate and the value of investments as a result of a potential move to a negative rate. It was confirmed that only treasury bills were paying negative interest and the council did not hold any of these at present. Existing investments were mostly fixed term investment and these will pay the interest rate agreed at the time they were taken out. It was possible there will be negative rates with regards to future investments.

Agenda Item 3

Overview and Scrutiny Commission (24)

1 February 2021

- Confirmation that the maximum to be lent to any one organisation could be increased to correspond to the counterparty limits.
- Verification that in the event that an authority in which the council had placed investments were to issue a Section 114 notice the organisation would still continue in existence and still carry out their statutory functions. All assets and liabilities will move across to that new authority.

RESOLVED

That the Commission notes the report and requests that the views expressed during the debate, are fed back to the Cabinet through the Commission's Comment sheet along with the tabled questions from Councillor Burrett included in the Appendix.

9. 2020/2021 Budget Monitoring - Quarter 3

The Commission considered report [FIN/516](#) of the Head of Corporate Finance on the quarter 3 budget monitoring, which set out a summary of the Council's actual revenue and capital spending for the quarters to December 2020 together with the main variations from the approved spending levels and impact on future budgets.

During the discussion with the Leader of the Council, Head of Corporate Finance and Chief Accountant, Councillors made the following comments:

- Confirmation provided in relation to Rushetts Road play area which was the only play area on the priority list that met the S106 criteria and the money needed to be spent by the end of June. By completing this area it allowed the team dealing with the play equipment time to work on other priorities within the next 18 months, including areas such as Wakehams Green.
- Potential option for a review of how reports were presented once the pandemic was over, although it was recognised that there were reasons why finances had to be documented in particular formats.
- The Finance team were thanked for their continued hard work throughout the pandemic.

RESOLVED

That the Commission notes the report and requests that the views expressed during the debate, are fed back to the Cabinet through the Commission's Comment sheet along with the tabled questions from Councillor Burrett included in the Appendix.

10. Community Grants Future Options

The Commission considered report [HCS/24](#) of the Head of Community Services. The report sought to consider the options for the future Community Grants process.

During the discussion with the Leader of the Council and the Head of Community Services, Councillors made the following comments:

- Recognition of the many groups and organisations within the town. It was questioned if all were aware of other funding opportunities. The liaison work with organisations and signposting arrangements would be maintained.
- It was felt it would be beneficial for the new commissioning model to come before OSC.
- Acknowledgement that in terms of the review process the Grants Appeal Panel was still in existence and it was felt this was the correct approach.

Agenda Item 3

Overview and Scrutiny Commission (25)

1 February 2021

- Recognition that re-designing the service towards a proposed commissioning approach still enabled the service to deliver in an effective and efficient manner whilst maintaining the connections to the community.

RESOLVED

That the Commission notes the report and requests that the views expressed during the debate, are fed back to the Cabinet through the Commission's Comment sheet.

11. Health and Adult Social Care Scrutiny Committee (HASC)

An update was provided from the most recent HASC meeting. The committee considered a report by the Executive Director of Adults and Health.

The need for savings has been recognised and a number of saving proposals falling within the Adults and Health cabinet portfolio were highlighted including:

- Review of in-house residential services
- Review of Shaw day services
- Review of lifelong day services
- Public health grant

Consultation exercises would be needed along with equality impact assessments and this would occur over a 12 week timescale before consideration by Cabinet.

Furthermore the Covid19 pandemic had produced challenges for the various agencies involved but had led to the development of new ways of working. These would be integrate into the Adults and Health Plan for 2021-22. It would include different ways of meeting people's needs, working more efficiently and partnership work including the voluntary sector.

There is ongoing work to improve Adult Social Care and also improve integrated working opportunities with health partners. A Task and Finish Group was being set up to explore how savings could be made whilst maintaining services. Any key performance indicators needed to be meaningful and relevant.

In addition a verbal update was provided on 15 January on the current situation concerning case number in the county and the roll out of the vaccination programme from Adam Doyle on behalf of the NHS Commissioners.

12. Forthcoming Decision List - and Provisional List of Reports for the Commission's following Meetings

The Commission confirmed the following reports:

8 March 2021

- Economic Development Strategy
- West Sussex Health and Care in Housing Memorandum of Understanding
- Proposed Extension of Air Quality Management Area Boundary

Closure of Meeting

With the business of the Overview and Scrutiny Commission concluded, the Chair declared the meeting closed at 9.39 pm

T G Belben (Chair)

Appendix A

Principal Petitioner's OSC Statement – Save Crawley's Adventure playgrounds

The adventure playgrounds are a part of Crawley's history, they have been around for 60 years!

I grew up spending most of my childhood playing in them as did my parents and so have my children. They are still well used by so many local families. We love having somewhere to go that provides a safe place to be outside, socialising and exercising with toilets, staff and refreshments available to all. Parents can meet up and we can bring the little ones along and they play here all day, they make new friends, gain confidence, get fresh air and exercise without it costing a fortune.

Play is proven to be a vital part of a child's development; Play improves the cognitive, physical, social, and emotional well-being of children and young people. Through play, children learn about the world and themselves. They also learn skills they need for study, work and relationships such as: confidence.

Throughout the last 12 months the younger people within our community have suffered severely, they have been forced into lock-downs and quarantine, taken away from their peers, family members, schools and general social circles. Many children have shown to be struggling with their mental well-being and here you are saying that when they are finally able to get out and mix again- there will be nowhere to go!

Youths of today are the future of this town. It is how we treat them and look after them now that will have a huge impact on the future employment and economy of Crawley. Just because they can't speak up does not give anyone the right to ignore their human rights to play and good mental health.

The adventure playgrounds also offer reasonably priced childcare services throughout school holidays for those of us that don't have the ability to pay private fees whilst we are at work. For some parents this is a life line and we will be lost without it.

Without these supervised play areas, where can you go knowing that the kids can roam free without the worry of safety and knowing there is always a safe adult to hand if needed.

Where will our children go to socialise now?

What type of people could these areas attract if unsupervised?

It will be the older generation complaining when they are out on the streets, causing mischief and creating issues due to boredom or the council complaining when having to deal with the cost of the therapy requirements due to them stopping going out, socialising and relying solely on technology?!

We don't have the old youth clubs anymore, so these are usually their only safe options!

What good will your decisions do for the mental health of the next generation?

Please we urge you to look at the options again and review this decision!

Appendix B

OSC questions on the Finance reports from Councillor Burrett.

Item 8 – 2021/2022 Budget and Council Tax – report FIN/514

1. In the table at paragraph 5.3 (page 83), please could you explain the reference to “Additional rates due to renewable energy at K2 Crawley”? What is the background to this?
 - It is a policy decision of government that the business rates for renewable energy should be retained in full by the planning authority that approved it and therefore falls outside of the retained business rates scheme and is not subject to the levy or tariff. This sum has been in the budget since 2016/17
2. In paragraph 5.5.1 (page 85) the final sentence refers to an unexpected increase in New Homes Bonus, which it says is “due to more properties in higher tax bands being built than estimated”. Why would it make a difference if these properties are in higher tax bands, given that the value of NHB is the same for all properties, regardless of which tax band they are in?
 - The additional affordable homes element of £350 is fixed across all properties, but the main payment follows the council tax bandings. So a Band D property will receive £1,818, but a band E will receive £2,222. A Band A only receives £1,212.
3. Table 11 in paragraph 12.7 (page 97) shows an allocation of £565,000 for Affordable Housing Receipts, which it says is explained in paragraph 12.7.4 (page 99), but it is not actually mentioned there. Please could you clarify where this comes from?
 - This is Section 106 payments that are paid to us by developers who are unable to provide affordable housing on their site. We then use these sums to provide affordable housing on other developments.
4. Please could you explain Table 12 in paragraph 14.1 (page 101)? The text refers to a surplus position on the Collection Fund, but it then goes on to refer to the deficits being split over three financial years. Are the figures in the table representative of a surplus or a deficit?
 - Error in report - This is a deficit, due to the impact of the pandemic the amount of people claiming Council Tax reduction has increased, this means that there are few people paying Council tax. By statute we transfer the Budgeted income to the general fund from the collection fund. This means that the Collection fund is in deficit because it has collected less Council tax than budgeted. This is usually transferred to the precepting bodies the following year, but because the impact is

Agenda Item 3

Overview and Scrutiny Commission (28)

1 February 2021

significant, especially to the County, the Government have regulated that this deficit is repayable over 3 years.

5. In Appendix 2 (page 106), the footnote at the bottom shows that the number of Band D Equivalents has reduced, even though the number of properties has increased. How can this be the case?
 - The Council Tax Base is net of all the discounts that we offer, the main one being the Council Tax Reduction Scheme. Because the numbers claiming Council tax reduction has increased, there are fewer people paying full Council tax.
6. In Appendix 3 (page 107), what does the line “Managed services” refer to? I have never seen this in HRA accounts previously.
 - This refers to sub contracted and consultancy budgets. This wording is used to avoid confusion with the main contracted services such as responsive repairs and gas servicing.
7. In Appendix 5 (page 109), the first risk refers to savings and efficiencies of £2.313m in the long term “as shown in Table 6 above”. The figure shown at Table 6 (page 90) is £2.132m. Which of these is correct?
 - This is an error in Appendix 5 – it should be £2,132
8. Also in Appendix 5 (page 109), the third risk, relating to New Homes Bonus, states that “the Government have announced that they will continue to pay legacy payments if the scheme stops as part of the Fair Funding review”. I thought that New Homes Bonus payments were only for one year now, in which case there would be no legacy payments anyway?
 - The final year of legacy payments will be in 2022/23.
9. In Appendix 7 (page 120), the fourth bullet point on page 120 states “Secondary spend may be delegated to the Service Manager in consultation with the relevant Head of Service”. What is meant by “Secondary spend” in this context?
 - An example of this is Tilgate nature centre, the charges are set and agreed for items such as entrance fees but there are other spends such as items in the gift shop, animal experience days, and animal adoption.

Item 9 – Treasury Management Strategy 2021/2022 – report FIN/517

1. The table at paragraph 5.1.2 (page 123) shows capital payments for the new Town Hall ending in 2021/22. How realistic is this, given that we are usually still making final payments on large capital schemes several years after they have been completed, and the building is not scheduled for occupation until the summer of 2022?

Agenda Item 3

Overview and Scrutiny Commission (29)

1 February 2021

- This is in line with the payment schedule received from Westrock our development management partner. Retention - however we may need to slip some forward as we have an allocation for fit out and may defer due the Covid and not being sure about desk layout going forward.
2. In the table at paragraph 5.2.3 (page 124), why does the CFR for the HRA reduce to £242.711m in 2021/2022 and subsequent years, given that the debt of £260.325m remains the same throughout those years?
 - The debt will remain at £260,325 and it has historically been the same as the CFR. However, the transfer of the garages to the General Fund will result in a transfer between the two CFRs. The first PWLB loan to mature will be in March 2023, so there will be a mismatch between the debt and the CFR until then. The CFR is the underlying need to borrow and not the actual borrowing itself. When borrowing is higher than the CFR it is known as overborrowing, and when it is lower it is underborrowing.
 3. Please could you explain the “Liability benchmark” at paragraph 5.3.2 (page 125)? Is this basically showing the maximum amount of borrowing which it is considered would be prudent, were that amount to be required?
 - This is a new table that has come from our new treasury advisors, Arlingclose. It simply shows what would be the lowest amount of borrowing required if we repaid any debt with our investments, whilst keeping a minimum investment balance. However, this is a theoretical situation as it doesn’t take into account any restrictions on repaying debt, or future capital spending requirements.
 4. Paragraph 5.4.5 (page 126) says that no MRP will be charged in respect of assets held within the Housing Revenue Account. Why is this?
 - The regulations exempt the HRA from making MRP payments. It can still make voluntary payments to reduce debt.
 5. In the table at paragraph 6.2.1 (top of page 127), the figures in the last line are shown in brackets, which suggests that they are under-borrowing. Should they not actually be over-borrowing, looking at their relationship to the lines above them?
 - No, it is showing underborrowing. The borrowing requirement is £276m, but we are showing that we plan to keep debt at £260m.
 6. In paragraph 6.3.6 (page 129), there is some wording missing in the second line at the top, immediately above the table.
 - The final sentence should read “The upper and lower limits on the maturity structure of borrowing will be:”
 7. In the third paragraph of paragraph 6.5.3 (page 131) there is a sentence which says “PWLB loans are no longer available to local authorities

Agenda Item 3

Overview and Scrutiny Commission (30)

1 February 2021

planning to buy investment assets primarily for yield; the Council intends to avoid this activity in order to retain its access to PWLB loans". What are the implications of this for our programme of investment property acquisitions? This seems to suggest that we would have to avoid these in order to retain access to PWLB loans, even though we have never needed to use a PWLB loan to complete one of these purchases.

- There are no implications for our existing programme. We would not be able to borrow from the PWLB if we were to finance future investment properties by borrowing. All our existing investment properties have been funded from capital receipts or reserves.
8. The information at paragraph 7.1.2 (page 134) is quite worrying to read. What are the likely implications of a negative interest rate, in terms of the value of our investments already placed which may be reduced at their maturity date as a result of a move to a negative rate?
- At the moment, it is only treasury bills that are paying negative interest. We do not hold any of these at present. Existing investments are mostly fixed term investment and these will pay the interest rate agreed at the time they were taken out. We do hold investments in Money Market Funds which are paid variable interest rates. At the moment these are holding at zero or very low positive rates. Our advisors think it is unlikely that they will move to negative rates as it could lead to investors moving their funds. As for future investments, I would say that it is possible we would see negative rates.
9. The first paragraph of paragraph 7.1.17 (page 137) states that the maximum to be lent to any one organisation will be £5 million. However, this doesn't fit with the counterparty limits in the table at paragraph 7.1.5 (page 134) which shows higher limits in several categories.
- We agree and will change this figure to £15m to fit with the table in 7.1.5.
10. The table at paragraph 7.3.4 (page 139) shows the same value for "Commercial Investments: Property" at the end of each of the three financial years referenced, which suggests that our property holdings will not increase in value over the next two years. How realistic is this?
- Not realistic, but we don't know whether the market will move up or down. For the purposes of the report, we have left the investment balances at their last valuation which was at 31 March 2020. There are no plans to buy any new properties or to sell any existing ones.
11. The table at paragraph 7.3.6 (page 139) forecasts an investment rate of return for all investments of 1.82% for 2021/22, broken down into 0.45% for Treasury management investments, and 6.12% for Commercial investments: Property. This is an increase from the 1.51% for all investments projected for 2020/21. Given that the projected figures for both Treasury management investments and Commercial investments:

Agenda Item 3

Overview and Scrutiny Commission (31)

1 February 2021

Property have reduced from 2020/21 to 2021/22, how can the resulting average have increased?

- Due to the treasury investment balances forecast to fall during 2021/22, the commercial investments form a larger proportion of the portfolio. This therefore leads to a higher weighted average return for the whole portfolio.
12. Several local authorities in severe financial difficulties have issued Section 114 notices, which is described as effectively declaring bankruptcy. In the event that an authority in which we had placed investments were to do this, what would be the effect on our investments? Would they be protected, or could we be at risk of losing them?
- No. Local authorities are formed under statute, and can only be dissolved under statute. When a local authority issues a section 114 notice, they still continue in existence and still carry out their statutory functions. There may be some reorganisation, such as that happening in Northamptonshire – but all assets and liabilities will move across to that new authority.

Item 10 – 2020/2021 Budget Monitoring – Quarter 3 – report FIN/516

1. In the table at paragraph 5.2 (at the top of page 149), there is a reference to £59,000 of additional funding for Enforcement. What does this refer to?
- External funding received to ensure that Covid rules are being adhered to, the environmental health are doing the checking and have backfilled posts. So compliance and enforcement
2. The table at paragraph 7.1 (page 150) shows a variation leading to an increased transfer from the Housing Investment Reserve of £123,000. This is also replicated in the table at Appendix 1 (iii) (page 157). Shouldn't this actually be a transfer **to** the Housing Investment Reserve, looking at the other figures in this table?
- Yes this should show as an additional transfer to the housing investment reserve.
3. Paragraph 8.8 (page 152) refers to a total sale value for Council houses during the third quarter of £1,964,200, broken down into £257,863 paid over to the Government, £495,285 available for general capital expense, and £1,111,052 set aside for 1-4-1 receipts. If you add up the latter three figures they actually total £1,864,200, so one of them must be £100,000 short of the correct amount.
- Typo - £1,864,200 was the value of the disposals.
4. In paragraph 9.1 (page 153) there is a paragraph after the table which says "This would enable other priority play areas to be brought forward in

Agenda Item 3

Overview and Scrutiny Commission (32)

1 February 2021

the play investment programme and reduce the impact on the available S106 funds”. Please could you explain what this is saying, as I am not clear as to why moving the Rushetts Road scheme up the priority list will benefit other schemes which are currently waiting their turn (such as Wakehams Green!)?

- There is some S106 that needs to be used by June 2021. Rushetts road is the only play area that is on the priority list that meets the criteria. By getting Rushetts completed and ensuring that the S106 is spent gives the team dealing with the play equipment time to work on other priorities within the next 18 months, this includes Wakehams Green
5. In Appendix 2 (page 160), there is an allocation totalling £6,000,000 for a “Town Centre Acquisition”. What does this refer to?
- As referred to previously this is for a town centre purchase of shared office space as part of the Crawley Growth programme, several options have been pursued by the Economic Development team.
6. Further into Appendix 2 (page 162) there is a line in the HRA Improvements section relating to Garages which shows allocations each year until 2023/24. Should these future years’ allocations be moved into the General Fund section, now that the garages have been appropriated to the General Fund?
- Yes we are moving to the General fund in Q4 – it was a timing issue due to all the pressures within the finance team. It will be swapped for the budget book.
7. Finally, on the last page of Appendix 2 (page 164) there is a line showing the Total Funding for the Capital Programme. However, the total figure shown for 2020/21 of £77,162,751 does not tally with the figure of £78.389m which is shown in the table at paragraph 5.1.2 of the Treasury Management Strategy report (page 123), although it does tally with the equivalent figure shown in Table 9 on page 94 of the Budget and Council Tax report. Why is this?
- There are additional capital schemes introduced in the Budget Report - see table 8 on page 95.

Agenda Item 3

This page is intentionally left blank

Agenda Item 5

Crawley Borough Council

Report to Overview and Scrutiny Commission
8 March 2021

Report to Cabinet
10 March 2021

“One Town” - Draft Crawley Economic Recovery Plan

Report of the Head of Economy and Planning, *PES/385*

1. Purpose

- 1.1 This report requests Cabinet approval for the draft Crawley Economic Recovery Plan (Appendix A) to go out to public consultation for a period of six weeks.
- 1.2 The draft Recovery Plan presents a Vision for Crawley’s future socio-economic prosperity in 2050 alongside a strategic framework and a set of flagship scheme interventions to be drawn up for delivery towards the achievement of that Vision.
- 1.3 Following the public consultation period, a final draft of the Economic Recovery Plan will return to Cabinet for review and consideration as to its adoption as policy.

2. Recommendations

- 2.1 To the Overview and Scrutiny Commission:

That the Commission considers the report and decides what comments, if any, it wishes to submit to the Cabinet.

- 2.2 To the Cabinet:

The Cabinet is recommended to approve the draft Crawley Economic Recovery Plan (Appendix A) to go out to public consultation for a period of six weeks.

3. Reasons for the Recommendations

- 3.1 Cabinet approval is sought to go out to public consultation in order to seek feedback and input to help develop the draft Plan and to secure broad support for the proposals.

4. Background

- 4.1 The draft Economic Recovery Plan will provide an overarching strategic framework for Crawley’s future socio-economic prosperity, under which will sit Crawley’s existing programmes of economic regeneration and infrastructure delivery:

- Town Centre Regeneration Programme
- Crawley Growth Programme
- Crawley Town Investment Plan (subject to agreement with the government)
- Crawley Employment and Skills Programme.

- 4.2 The draft Plan also presents proposed priority flagship scheme interventions to help drive Crawley’s economic recovery and boost job creation and business investment.

Agenda Item 5

5. Description of Issue to be resolved

- 5.1 Crawley's economy has been very badly affected by the COVID-19 pandemic. Gatwick Airport has seen a huge reduction in passenger numbers from an average of almost 4 million passengers per month (2019) to eight hundred and fifty thousand (2020). Airlines are running a fraction of flight services pre-pandemic. The retail, hospitality and leisure sectors have been forced to close during the periods of lockdown and restrictions and many other businesses have been adversely affected, as elsewhere in the country. The cumulative impact of the above has been major redundancies and 25,800 Crawley residents furloughed.
- 5.2 The unemployment claimant count has trebled to 8.3% in Crawley since the start of the pandemic, with over 6,000 unemployed local residents claiming universal credit. Crawley is now in the worst 10% of areas in the country for unemployment. Youth unemployment has reached almost 13%.
- 5.3 The Council is spearheading efforts to boost Crawley's economy and generate new business investment and jobs by continuing to pro-actively lead and facilitate the development of major programmes of new infrastructure, amenity, residential development and economic regeneration. The combined value of this public and private investment in the Town is set to reach over £400 million, thanks to close working between the Council, local partners, residents and the private sector.
- 5.4 Partners include stakeholders on the Crawley Economic Recovery Taskforce and Town Deal Board, the Coast to Capital Local Enterprise Partnership, West Sussex County Council, Crawley College, local businesses and private developers.
- 5.5 The draft Economic Recovery Plan also provides a clear pathway for the development of further regeneration schemes to help boost recovery. This will help to unlock further private sector investment in Crawley alongside additional public funding so that the Town is even better placed to achieve the sustainable economic recovery needed to bring about the benefits to Crawley's residents envisaged in the Plan's Vision.

6. Financial Implications

- 6.1 There are no direct financial implications.

7. Equality Implications

- 7.1 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:
- eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited under that Act;
 - advance equality of opportunity between persons who share a relevant protected characteristic and those who do not share it; and,
 - 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:-
 - tackle prejudice; and,
 - promote understanding.
- 7.2 An Equalities Impact Assessment (EIA) will be carried out as part of the process of drawing up the final draft of the Economic Recovery Plan and the outcome of that Assessment will be presented to Cabinet.

8. Background Papers

None

“One Town” Crawley’s Economic Recovery Plan

FIRST DRAFT

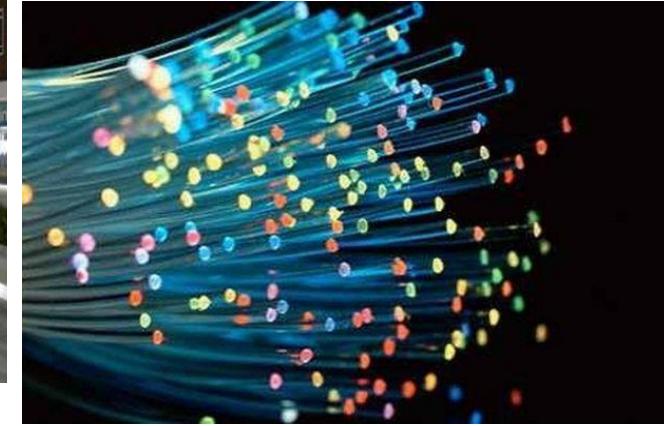
Rationale

- A vision for Crawley's future socio-economic prosperity
- A clear path for recovery from COVID-19 economic crisis
- A marker to Crawley's formidable reputation for economic productivity
- One strategic framework for recovery under which sit:
 - Town Centre Regeneration Programme;
 - Crawley Growth Programme;
 - Employment and Skills Programme;
 - Crawley Town Investment Plan;



Crawley's "One Town" Vision for 2050

"A modern, vibrant and healthy exemplar digital town; transformed net zero carbon economy; the south east's leading digitally enabled and mixed use innovative Business Park at Manor Royal; an empowered resident workforce; high quality amenities, bustling neighbourhood parades; extensive sustainable homes, transport, business"



Page 25

A "Green Growth" economy...

..renowned for innovation excellence...

..with a stunning digital business park...

..resident skills driving business success...

..Gatwick Airport an exemplar of "sustainable aviation" ...

..bold and vibrant Town Centre community; successful professional services hub..."



Agenda Item 6 Appendix a

A Joined Up Approach to Recovery

Our Economic Recovery Plan builds on the joined up working across Crawley's business community and their representative bodies:

- Manor Royal BID
- Town Centre BID
- Neighbourhood Parades
- The High Street Business Forum
- Professional Services Forum
- Leading local Commercial agents
- Crawley Chamber of Commerce
- Sussex Chamber of Commerce
- Gatwick Diamond Business
- Federation of Small Businesses
- Coast to Capital Local Enterprise Partnership



Crawley's economy has Firm Foundations

- **Dynamic Economic and Business Growth** - Economy grew by 23% (2013-2018) to £5.9 billion
- **Excellent track record – jobs density / productivity** - 13.5% jobs growth (2013-19); Productivity: £45,000 per capita (SE average: £26,000); Highest job density
- **An Outstanding F.E. College (OFSTED)**
- **Superb geographic location / “hyper-connected”** – Easy reach of M23 / M25; Gatwick Airport; 3 mainline railway stations; 24 hour arterial bus routes
- **Regional retail dominance and leisure pull** – Major retail brands; High St evening economy; Crawley Leisure Park; K2 Leisure Centre; Hawth etc
- **Expansive “Green” Infrastructure** – Award winning parks – Tilgate Park, Memorial Gardens; Extensive tree cover and green space, grass verges.



Plan to Restore Economic Success post COVID-19

The Scale of the Economic Impact:

- Major collapse in Gatwick Airport passenger numbers – nearly 4 million per month (2019) to 850,000 per month (2020)
- Over 7,000 redundancies “on Airport”, nearing 33% of workforce
- 25,800 Crawley residents “furloughed” -41% of local workforce- from aviation and various other sectors (e.g. hospitality).
- Unemployment in Crawley trebled – 2.4% to over 8%
- Youth unemployment almost 13% - 1,000+ young people



And tackle long term structural economic challenges:

- Attract business investment to occupy vacant Manor Royal sites
- Boost (relatively low) innovation output
- Unlock “green” infrastructure to tackle carbon emissions
- Strengthen local workforce skills to boost social mobility
- Transform sustainable transport and digital capacity



Economic Recovery Plan – Strategic Priorities

- **A DIVERSE AND RESILIENT ECONOMY** Crawley needs to broaden its economic architecture and boost economic resilience.
- **GREEN TRANSFORMATION** Crawley needs to reset how its economy operates through the lens of ‘green recovery’.
- **TOWN CENTRE RENEWAL** is vital to mitigate risk of long term decline in the aftermath of the COVID-19 crisis.
- **SKILLS FOR THE FUTURE** An overhaul of Crawley’s skills training facilities and programme offer to empower local residents.
- **CONNECTED CRAWLEY** Digital connectivity to drive up jobs recovery and transport connectivity to drive down carbon emissions



1. A Diverse and Resilient Economy

AIM: Renew Crawley as an attractive, abundant, diverse economic powerhouse, founded on “green growth” and digital innovation.

OBJECTIVES:

- Establish Crawley as the key business destination in the South East for advanced engineering and professional services.
- Develop a pioneering “niche” innovation identity for Crawley, benefiting advanced engineering, logistics and construction.

FLAGSHIP INTERVENTIONS:

- “Manor Royal Renaissance” programme to transform Manor Royal into an attractive and digitally advanced business park.
- Establish the Fusion Centre –the Crawley Innovation Centre - to boost Manor Royal’s advanced engineering and digital base.
- Inward investment programme to attract new manufacturing to Manor Royal and professional services to the Town Centre.
- A brand new “Eastern Gateway” Town Centre commercial quarter
- Unlock sufficient suitable employment land to drive recovery.



2. Green Transformation

AIM: Establish Crawley at the forefront of “green growth” and as a low carbon economy where green technology businesses thrive.

OBJECTIVES:

- Drive growth of green tech and construction businesses & jobs
- Deliver vital carbon emissions reductions in Crawley by maximising renewable energy and providing grid resilience.
- Unlock investment in “green” infrastructure, transforming Manor Royal into a Business Park and rolling out new biodiversity.

FLAGSHIP INTERVENTIONS:

- Decarbonisation Skills Academy programme
- A green Construction Skills Hub for local residents.
- Decarbonise Manor Royal via green business infrastructure grants
- Drive forward innovation in green transportation technologies
- Roll out low carbon energy in proposed major developments
- ‘Green home’ programme to retrofit housing stock
- Deliver extensive electric vehicle charging network



3. Town Centre Renewal

AIM: Secure a vibrant neighbourhood and sustainable economic future for the town centre via significant qualitative investment.

OBJECTIVES:

- Establish Town Centre as a dynamic jobs / business growth hub.
- Unlock a rich cultural offer in the town centre, attracting new cultural venues to help drive footfall and renewal.
- Deliver a vibrant neighbourhood, comprising 3,000 homes with exemplary digital / green infrastructure and amenity.

FLAGSHIP INTERVENTIONS:

- Station Gateway public realm, bus station and railway station
- Eastern Gateway scheme and high quality pedestrian and cyclist connectivity to transform living environment.
- Deliver high quality new small business and micro-enterprise digital workspace, fit for a post-COVID 21st century recovery.
- Design, promote and secure investment to develop a new Cultural Quarter in Crawley,



4. Skills for the Future

AIM: Improve significantly overall social mobility amongst Crawley residents, creating powerful and effective skills pathways.

OBJECTIVES:

- Implement “Invest in Skills For Crawley” programme to transform vocational skills facilities and training provision for residents.
- Enable business from high value growth sectors in Crawley to recruit successfully from local workforce and overcome skills gaps

FLAGSHIP INTERVENTIONS:

- Further upgrade and investment in Crawley's skills and training facilities with a focus on re-skilling and upskilling Crawley's workforce, including higher technical skills
- New higher level training at Level 4 and above, focused on priority business sectors
- Science Technology, Engineering and Maths (STEM) skills centre.
- “Town Centre Skills Academy” - a construction skills training “hub” location serving residents and regeneration sites.
- Expand Employ Crawley inter-agency employment support network to help Crawley residents back into work



5. Connected Crawley

AIM: Enhance a “green” economic future for Crawley by delivering low carbon transport and hyper digital connectivity.

OBJECTIVES:

- Improve quality and range of sustainable transport infrastructure.
- Maximise capacity of digital infrastructure.
- Establish Crawley as a first choice advanced technology business location due to its highly competitive digital infrastructure offer.

FLAGSHIP INTERVENTIONS:

- Transform Crawley town centre bus station and create state of the art sustainable transport interchanges
- Upgrade and expand the Bus Rapid Transit network in Crawley
- Deliver priority “arterial” active travel routes for residents, linking Crawley’s neighbourhoods to its principal job zones
- Maximise digital connectivity to facilitate business / jobs growth



Agenda Item 6

Crawley Borough Council

Report to Overview and Scrutiny Commission
8 March 2021

Report to Cabinet
10 March 2021

West Sussex Health and Care in Housing Memorandum of Understanding

Report of the Head of Strategic Housing Services – **SHAP/80**

1. Purpose

- 1.1. Building on partnership working across the county in response to the Covid-19 pandemic and in recognition of the key role that housing plays in long-term population health and well-being, a key opportunity has presented to bring greater involvement from local health partners in addressing local needs.
- 1.2. The West Sussex Health and Care Partnership has endorsed a proposal for local NHS partners to work together with West Sussex Local Authorities to develop a local agreement in the form of a Memorandum of Understanding (MOU). This MOU would form a statement of ambition and intent for future working and collaboration between health, housing and social care in planning for and meeting need at a local level.
- 1.3. All partner organisations within the local health, housing and social care sectors have been asked to formally endorse the development of a local MOU through their democratic processes.

2. Recommendations

- 2.1. To the Overview and Scrutiny Commission:

That the Commission consider the report and decide what comments, if any, it wishes to submit to the Cabinet.

- 2.2. To the Cabinet

The Cabinet is recommended to:

- a) Endorse and agree the development of a local health, housing and social care MOU based on the priorities for action set out in 6.5 drawn from existing Council strategies.
- b) Delegate authority to the Head of Strategic Housing Services to act as signatory to the MOU and any associated protocols arising from it on the Council's behalf and to approve any revisions required to ensure it continues to reflect the Council's priorities. (*Generic Delegation 3 will be used to enact this recommendation*).

Agenda Item 6

3. Reasons for the Recommendations

- 3.1. Historically achieving the effective engagement of health service partners in addressing the often complex needs of those trying either to access accommodation or to sustain their existing accommodation has proved challenging.
- 3.2. A clear and shared understanding of a set of key commitments by health, social care and housing partners to address the greatest needs across local communities would complement, support and work alongside existing strategies, including the Council's Homelessness and Rough Sleepers Strategy, in delivering improved outcomes and preventing and relieving homelessness.
- 3.3. The development of a local Health, Social Care and Housing MOU provides a reset opportunity for our relationship with health partners and a platform for improved engagement.

4. Background

- 4.1. Historically it has proved challenging to achieve effective and sustained engagement with health services both in planning for future housing and in meeting the needs of those currently housed or in need of housing. This engagement is critical if the Council is to build on the successful outcomes achieved in supporting rough sleepers into housing and to prevent and relieve rising levels of homelessness.
- 4.2. The West Sussex Health and Care Partnership was formed last year and comprises senior leaders from health and social care working together to deliver change and develop partnership arrangements. In recognition of the key role housing plays in the long-term health and well-being of communities the Partnership endorsed a proposal for local NHS partners to work together with all West Sussex Local Authorities to develop an MOU.
- 4.3. This provides an opportunity to build on the work undertaken in 2019 to understand the needs of people accessing housing and related support services across the county and to co-design and commission services to meet these needs. It also builds on the on-going joint response to the Covid-19 pandemic.
- 4.4. Initial work has been taken forward with the aim of developing a clear and shared understanding of a set of priorities to address the greatest needs across local communities to form the basis of a local MOU.
- 4.5. In order to move this work forward, partner organisations within the local health, housing and social care sectors have been asked to formally endorse the development of a local MOU through their democratic processes.

5. Description of Issue to be Resolved

- 5.1. Demand for strategic housing services continues to rise, further fuelled by the impact of the pandemic. In these challenging times inter-agency collaboration is key in achieving the objectives of the Council's Homelessness and Rough Sleepers Strategy and delivering improved outcomes for local people in housing need.
- 5.2. Achieving effective and sustained engagement with local health partners in working to improve outcomes for those in housing need remains a challenge for the Council.

Agenda Item 6

- 5.3 The development of a health, social care and housing MOU provides a reset opportunity for our relationship with health partners and a platform for improved engagement.

6. Information & Analysis Supporting Recommendation

- 6.1 An inter-agency approach is key in identifying and planning for the future housing needs of our communities and in designing and funding services to best meet their existing needs.
- 6.2 Effective and sustained engagement with health services in improving housing related outcomes for local people remains a key challenge and a priority to address.
- 6.3 As a co-developer of an MOU between health, social care and housing partners the Council has an opportunity to shape joint working arrangements in a way that ensures that local needs are identified and addressed.
- 6.4 Successfully securing Government grant funding is increasingly dependent on ability to evidence inter-agency collaboration. The MOU would be a key document in the Council's evidence base.
- 6.5 Based on the needs assessment work embodied in existing strategies, the focus for the MOU will be:
- The needs of an ageing population
 - Responding to the increase in occurrences of long-term mental illness
 - Improving outcomes for people with physical and mental disability
 - Preventing and relieving homelessness
 - Supporting children and families
 - Tackling rough sleeping

These are all current priority areas for the Council in addressing housing need and are included within existing Council strategies.

7. Implications

- 7.1. There are no additional staffing or financial implications for the Council in becoming a co-developer of, and co-signatory to the MOU.
- 7.2 Any legal implications arising will be addressed as part of the sign-up process.
- 7.3 Due to the nature and needs of those that the MOU is designed to assist, Equality Act and Public Sector Equality Duty will apply. However, these implications have already been considered as part of the development of the existing Council strategies from which the priorities referenced within the MOU are drawn. There are no further implications to be addressed within this report.

8. Background Papers

None

Report author and contact officer:
Diana Maughan (Head of Strategic Housing)
Diana.maughan@crawley.gov.uk, 01293 438234

This page is intentionally left blank

Agenda Item 7

Crawley Borough Council

Report to Overview and Scrutiny Commission

8 March 2021

Report to Cabinet

10 March 2021

Proposed Extension of Crawley Air Quality Management Area Boundary

Report of the Head of Community Services, HCS/25

1. Purpose

- 1.1 To report the results of the consultation on a proposed variation to the designated boundary area of the Crawley Borough Council Hazelwick Air Quality Management Area made in 2015 (“the Hazelwick AQMA”).
- 1.2 To recommend that Cabinet approve the variation to the designated boundary area of the Hazelwick AQMA (as shown in Schedule 1 to Appendix A).
- 1.3 To request Cabinet make an Order to vary the designated boundary area of the Hazelwick AQMA in the terms of the draft order in Appendix A.

2. Recommendations

- 2.1 To the Overview and Scrutiny Commission:

That the Commission consider the report and decide what comments, if any, it wishes to submit to the Cabinet.

- 2.2 To the Cabinet:

The Cabinet is recommended to:

- a) Note and acknowledge that it appears following the annual review and assessment of air quality, that the annual mean nitrogen dioxide objective as specified in the Air Quality Regulations 2000 is not being achieved within the area outlined in red on the plan in Schedule 1 of Appendix A (comprising the whole of the designated area under the Hazelwick AQMA and an area adjacent thereto) and;
- b) Agree to extend the designated area of the existing Hazelwick AQMA by making an order pursuant to section 83 of the Environment Act 1995 in the terms set out in the draft at Appendix A.

Agenda Item 7

3. Reasons for the Recommendations

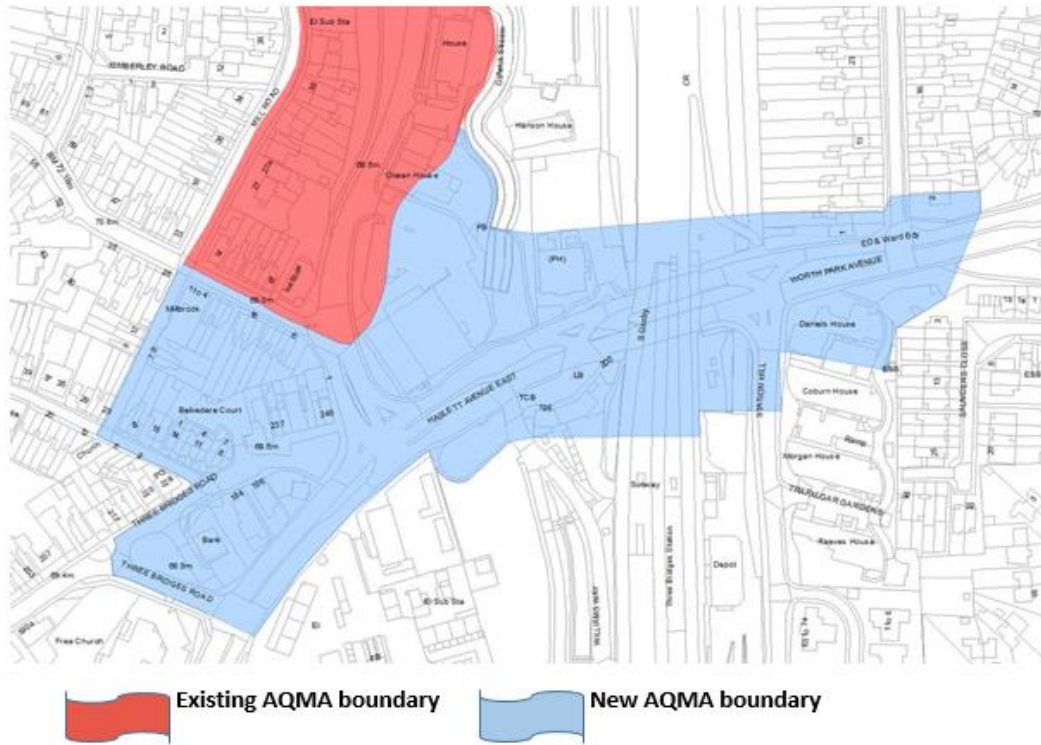
- 3.1 The council has a statutory duty under the Environmental Act 1995 to declare an Air Quality Management Area in areas where, following an air quality review, it appears that any of the National air quality objectives are not being met.
- 3.2 The Council monitors and reviews air quality across the borough annually to identify those areas where prescribed air quality objectives, are being, or are likely to be, exceeded. Having identified locations in this area that are exceeding the limits for annual average nitrogen dioxide, the Council has a duty to declare an AQMA.
- 3.3 Declaring the AQMA, enables an air quality action plan to be produced to target the sources of pollution in the locality and draw up measures to improve air quality in this area.

4. Background

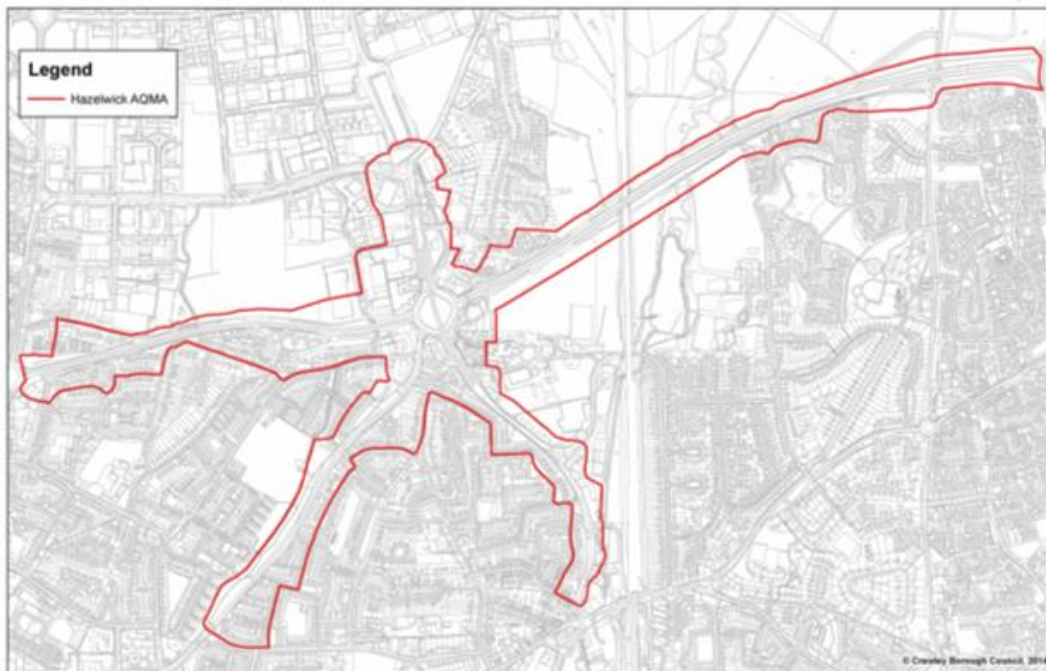
- 4.1 The Council designated the Hazelwick AQMA by order dated 9 July 2015. During the annual review and assessment of air quality, the area between Worth Park Avenue and Haslett Avenue East (A2220) in Three Bridges was identified as at risk of exceeding pollution limits for nitrogen dioxide (NO₂) due to high traffic volumes, peak hour congestion and proximity of some residential properties to the busy roadside. As a result, Environmental Health carried out additional pollution monitoring in the area and found that some locations along these roads were exceeding pollution limits for annual average NO₂.
- 4.2 These findings were reported to Defra in the 2019 Annual Status Report (ASR). In 2020 Defra confirmed our findings that an extension of the Hazelwick AQMA boundary was required and agreed that we should proceed using their fast-track declaration procedure. This means that further detailed modelling reports or assessments don't need to be submitted to Defra. However, public and statutory consultation was still required.
- 4.3 A four week online public consultation exercise was undertaken (18.01.21 -14.02.21) to raise the community's awareness of the statutory requirement to extend the Hazelwick AQMA area by varying the boundary. A 4-week consultation was also undertaken with statutory consultees: Public Health England, Defra, Environment Agency, WSCC and adjoining District and Borough Councils.
- 4.4 A copy of the consultation document is attached in Appendix B. It describes the Council's proposal to extend the boundary of its existing Hazelwick AQMA to include the Three Bridges area. If this decision is made, it would allow a coordinated approach to address air quality issues across all locations in a holistic manner. It gives focus to the traffic corridors that are contributing to the problem at specific locations within the area, and helps prevent the risk of solving air quality issues at one location and creating another elsewhere.
- 4.5 The proposed extended boundary area (shown in map below) includes roads and properties fronting *parts* of:
 - Worth Park Avenue from the junction of St Mary's Drive,
 - Haslett Avenue East to the junction of Three Bridges Road,
 - Three Bridges Road to New Street
 - New Street to Mill Road
 - Mill Road to Hazelwick Road
 - Hazelwick Avenue.

Agenda Item 7

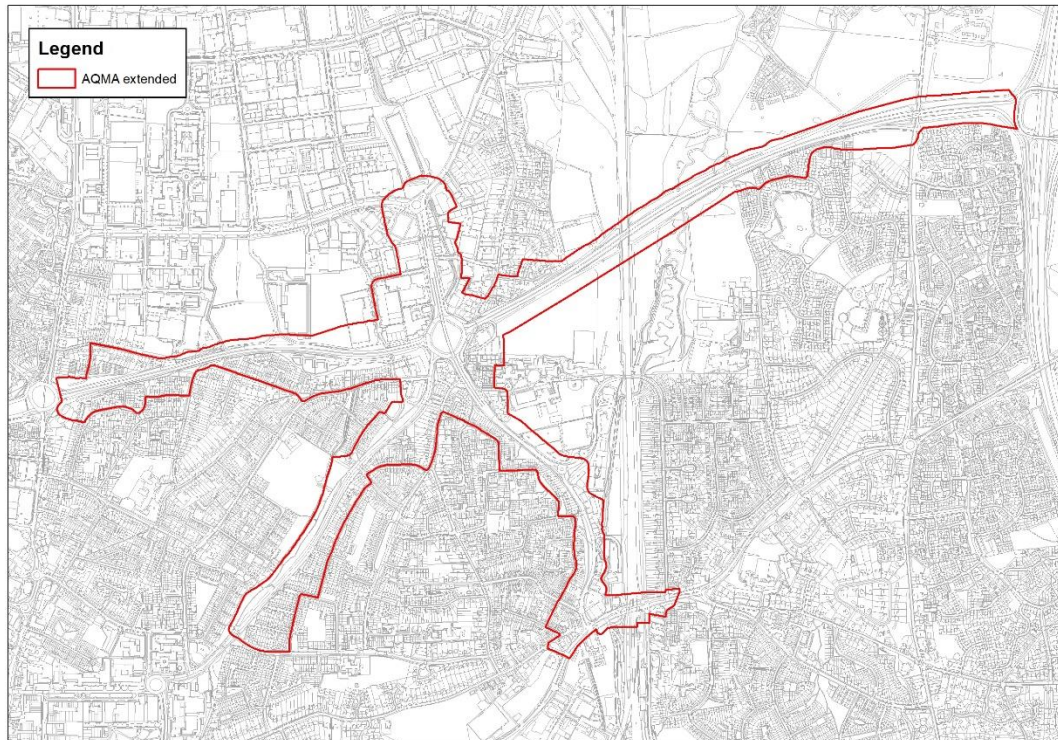
Option1 - Proposed Extension to Existing AQMA Boundary



Existing AQMA



Agenda Item 7



5. Description of Issue to be Resolved

- 5.1 In 2019* measured levels of nitrogen dioxide were found to be above the national air quality objective for annual mean NO₂ at localised sites along the A2220 at Three Bridges. There is therefore a need to vary the Hazelwick AQMA to extend the boundary, due to the high level of nitrogen dioxide pollution from transport related sources in this area. [* Air quality monitoring data is produced a year in arrears – fully ratified data for 2020 will be available in the second quarter of 2021]
- 5.2 The Council has a statutory duty to declare an AQMA, or a variation to an AQMA, and take action to resolve exceedances of the air quality objectives where they have been identified at locations with relevant public exposure.

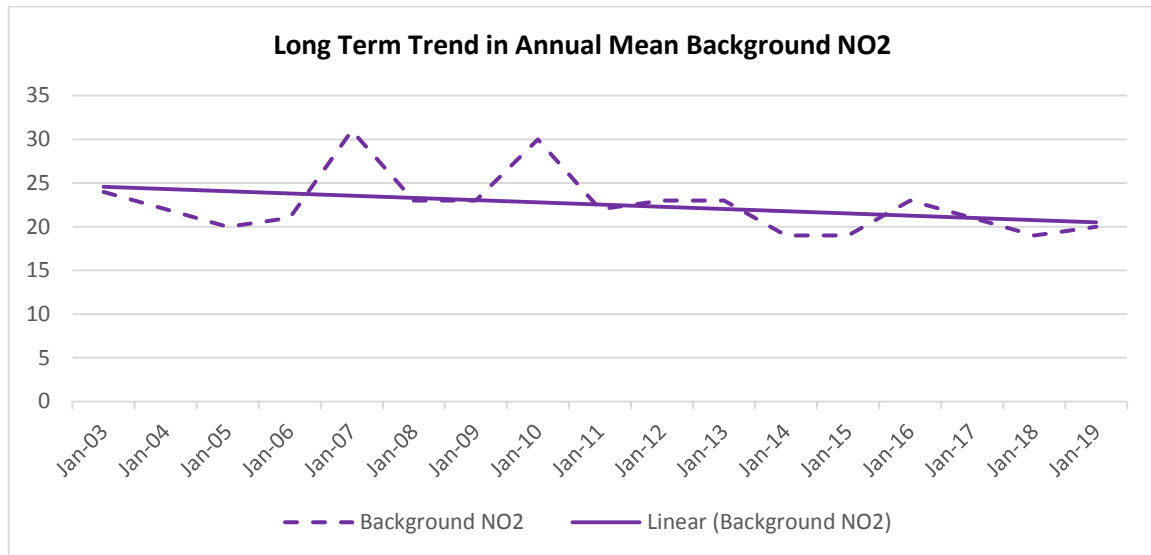
6. Information & Analysis Supporting Recommendation

Evidence to Support the Recommendations

- 6.1 There is a growing body of evidence for the impact of air pollution on our health. Nitrogen dioxide can irritate the lungs and lower resistance to respiratory infections, and a [report](#) by the Royal College of Physicians in 2016 suggests air pollution was a contributory factor in the equivalent of 40,000 deaths in 2015. Although, the response of individuals to air pollutants varies widely, and other factors such as smoking and diet may influence the incidence of respiratory disease, long term exposure to air pollution is a real health burden and it affects everyone. It is therefore important for public health to continue to improve air quality.

Agenda Item 7

- 6.2 The Council measures air quality and report the findings on an annual basis to Central Government via the Department of the Environment, Food and Rural Affairs (DEFRA). This [Annual Status Report](#) provides the evidence in support these recommendations
- 6.3 Air quality monitoring takes place at a network of sites across the borough. Air Quality in Crawley is mainly good. From data collected over the last 15-20 years we know that concentrations of pollutants in Crawley as a whole have fallen, and the long-term trend remain downwards. Improvements in engine technologies continue to contribute to this long-term trend.



- 6.4 However, monitoring data provides evidence of annual mean NO₂ above the 40µg/m³ limit at a small number of sensitive locations next to busy roads in the Three Bridges area, which therefore requires that this area must be declared an AQMA.
- 6.5 Previous studies have shown that road traffic emissions are the main cause of nitrogen dioxide pollution in these areas, and actions to reduce traffic emissions will have a positive impact on public health and improve air quality across the borough.
- 6.6 Current action plan measures are aimed at reducing traffic emissions through a range of methods including: improving sustainable transport infrastructure; traffic management; awareness raising; and planning and policy measures to encourage modal shift. Progress on these measure are updated annually in the annual status report ([ASR](#)) on air quality.
- 6.7 The Council needs to take action on air pollution to improve public health as well as to fulfil its statutory requirements under Environmental Act 1995

Consultation

- 6.8 The statutory consultation requirements for Local Air Quality Management are specified in Schedule 11 of the Environment Act 1995. This requires the Council to consult with a list of statutory consultees on any air quality review and assessment,

Agenda Item 7

or further assessment of air quality in an air quality management area and on the preparation of an air quality action plan.

6.9 Statutory consultation was undertaken for a four week period from 18 January 2021 - 14 February 2021 with the public and with statutory consultees: Public Health England, Defra, Environment Agency, WSCC and adjoining District and Borough Councils (Reigate, Tandridge, Mole Valley, Horsham and Mid Sussex).

6.10 CMT and elected Members have also had an opportunity to comment on the proposal through the consultation process and the Ward Members have been contacted directly. The consultation document was also published in the [Councillors' Info Bulletin](#) on 03 February 2021.

6.11 The consultation period closed on 14 February 2021. The breakdown of the responses received were as follows:

- 1 from resident of Crawley:

I entirely supported the extension of the AQMA proposed and urged the Council to do more to discourage private and commercial vehicle use in the designated area and more widely. Air quality in Crawley has been bad for a long time and the health of residents is suffering in consequence.

The COVID 19 pandemic has reduced the air quality problem slightly but has encouraged a move away from public transport. Once the pandemic is over extra effort will be needed to win back and increase the use of public transport. My preference would be for the Council to set up its own bus company so that subsidies are not wasted in dividends for shareholders. A campaign of advertising to encourage bus and train use could be built on this. In addition a network of fast cycle tracks is needed for commuters and others. Commuters, particularly, will want to use cycle tracks that allow high speed travel and, for this purpose, they must be prepared to road carriageway standards and must allow right of way at junctions. These features can most easily be achieved by a cycle reserved lane as part of the carriageway, with bollards separating motor traffic from cycles. Bollards rather than any other barrier because cyclists will need to switch lanes to turn right.

It should be noted that providing fast cycle tracks for commuters is likely to result in greater leisure and other cycling too because once commuters realise the benefits of cycling they are likely to turn to it for leisure and for shopping, whereas the opposite does not hold. The aim should be to make cycling and public transport so attractive that people sell their cars.

- 1 from Department of the Environment, Food and Rural Affairs (DEFRA):

The Council is currently undertaking statutory consultation on the declaration of an extension to an existing AQMA prior to its formal declaration by legal order. Once a decision has been made it is important a new AQAP/updated is produced as soon as possible to reflect the changes in AQMA designation.

- 4 Acknowledgements from adjoining District/Borough Councils

Rejected Options

6.12 It was considered that there was no clear advantage in declaring a separate AQMA, since extending the current AQMA boundary to include the new area of exceedance will meet the statutory requirement and allow any additional measures needed to be

Agenda Item 7

included in the review of the action plan. If a separate AQMA was declared, it would require a separate action plan which may result in duplication. Having separate action plans may also limit the council's ability to implement measures in a joined up way and risk addressing air quality issues at one location and creating another elsewhere.

7. Implications

Financial

- 7.1 The AQMA declaration process will be implemented and met by existing staff resources and budget.

Legal

- 7.2 Declaring an AQMA is a statutory requirement under the Environment Act 1995. Failure to make the declarations where evidence exists of exceedances of any air quality objectives would not be fulfilling our statutory duty. The Secretary of State has the power to direct local authorities under section 85 of the Environment Act 1995 to take specified steps which include declaring an AQMA.
- 7.3 In May 2018, the European Commission referred the UK to the Court of Justice of the EU (CJEU) in relation to the ongoing exceedances of the NO₂ limit values. These proceedings could result in the CJEU issuing large fines to the UK. The Secretary of State has already highlighted that these fines could be passed down to local authorities under the Localism Act 2011. It is currently uncertain what, if any, role the European Commission and CJEU will have in enforcing EU environmental laws in the UK now the UK has left the EU. If the Council fulfils its statutory duties under the Environment Act 1995, we will be able to show that we are working towards improving the air quality and reducing nitrogen dioxide levels within the area and reduce liability for these fines.

Planning and Neighbourhoods

- 7.4 The National Planning Policy Framework requires that when dealing with air quality matters planning policies should sustain compliance with and contribute towards EU limit values or national objectives for pollutants, taking into account the presence of Air Quality Management Areas and the cumulative impacts on air quality from individual sites in local areas.
- 7.5 The area of extension proposed crosses 3 ward boundaries; Three Bridges, Pound Hill North & Forge Wood and Pound Hill South & Worth wards.
- 7.6 There is no prescribed way to define the size and shape of an AQMA. Government guidance only requires, as a minimum, that an AQMA covers the areas where the objectives are not being met. However, practical considerations may mean that an AQMA covers a larger geographical area than just the area where pollution levels are elevated. It is nevertheless possible to amend the boundaries where future monitoring data supports such action. The annual review and assessment of air quality provides the process through which future amendment can be sanctioned.

Public Health and Wellbeing

- 7.7 The implications of an AQMA are to encourage positive steps to reduce vehicle emissions and improve public health by reducing the impact of long term exposure to air pollution.

Agenda Item 7

Environment and Sustainability and Climate Emergency

- 7.8 Declaration of AQMA is supported by measures in the Air Quality Action Plan, the need for sustainable travel within Crawley's Local Plan and the developing Climate Emergency Action Plan. The extension of the AQMA was a recommendation in the Climate Change Scrutiny Panel Final Report.

Customer

- 7.9 The designation of an AQMA is a legislative requirement and is not an optional process. AQMA's are not subject to land searches and many other councils have declared AQMA's and to the best of our knowledge there have been no reported effects on property values.

Equality and Diversity

- 7.10 There have been no adverse impacts identified from the proposed change to the AQMA, on any of the protected characteristic groups defined under the Equality Act 2020.
- 7.11 Moving to extend the AQMA in this area is a constructive move as it identifies the need to improve air quality and enables development of an Action Plan to work towards achieving better air quality in the area, which will have a positive impact on public health for all groups of residents. In particular, the young, elderly and those with respiratory conditions will benefit as the air quality improves over time.

8. Background Papers

<https://crawley.gov.uk/environment/environmental-health/air-pollution/air-quality>

[http://laqm.defra.gov.uk/documents/LAQM-TG-\(09\)-June-14.pdf](http://laqm.defra.gov.uk/documents/LAQM-TG-(09)-June-14.pdf)

[Hazelwick Air Quality Management Area – PES/186 \(8 July 2015\)](#)

Report author and contact officer:

Officer name Gill Narramore (Environmental Health Officer)

Email address: gill.narramore@crawley.gov.uk

Phone number 01293 438 560

Mob number 07764 627 448

Agenda Item 7 Appendix a

Appendix A

Draft

Crawley Borough Council Air Quality Management Order 2021

Crawley Borough Council

Environment Act 1995

Section 83

AIR QUALITY MANAGEMENT ORDER

This order is made by Crawley Borough Council (“the Council”) pursuant to section 83 of the Environment Act 1995.

PRELIMINARY

1. The Council designated the Crawley Borough Council Hazelwick Air Quality Management Area by order dated 9 July 2015 (“the Hazelwick AQMA Order”).
2. It appears to the Council, as the result of its annual review and assessment of air quality, that the annual mean nitrogen dioxide objective as specified in the Air Quality Regulations 2000 is not being achieved within the area outlined in red on the plan in Schedule 1 which comprises the whole of the designated area under the Hazelwick AQMA Order and an area adjacent thereto.
3. On 10 March 2021 the Council resolved to vary the Hazelwick AQMA Order to extend the designated area.

VARIATION

4. By this Order the Council varies the Hazelwick AQMA Order.
5. The designated area under the Hazelwick AQMA Order is extended and shall include all the land and properties within the red line in the plan in Schedule 1 (“the Modified Designated Area”). A list of the roads within the Modified Designated Area are listed in Schedule 2.
6. This order may be cited as the **Crawley Borough Council Air Quality Management Area Order 2021**, and shall come into effect on 11 March 2021.

PERIOD FOR WHICH THIS ORDER HAS EFFECT

7. This Order shall remain in force until it is varied or revoked by a subsequent order.

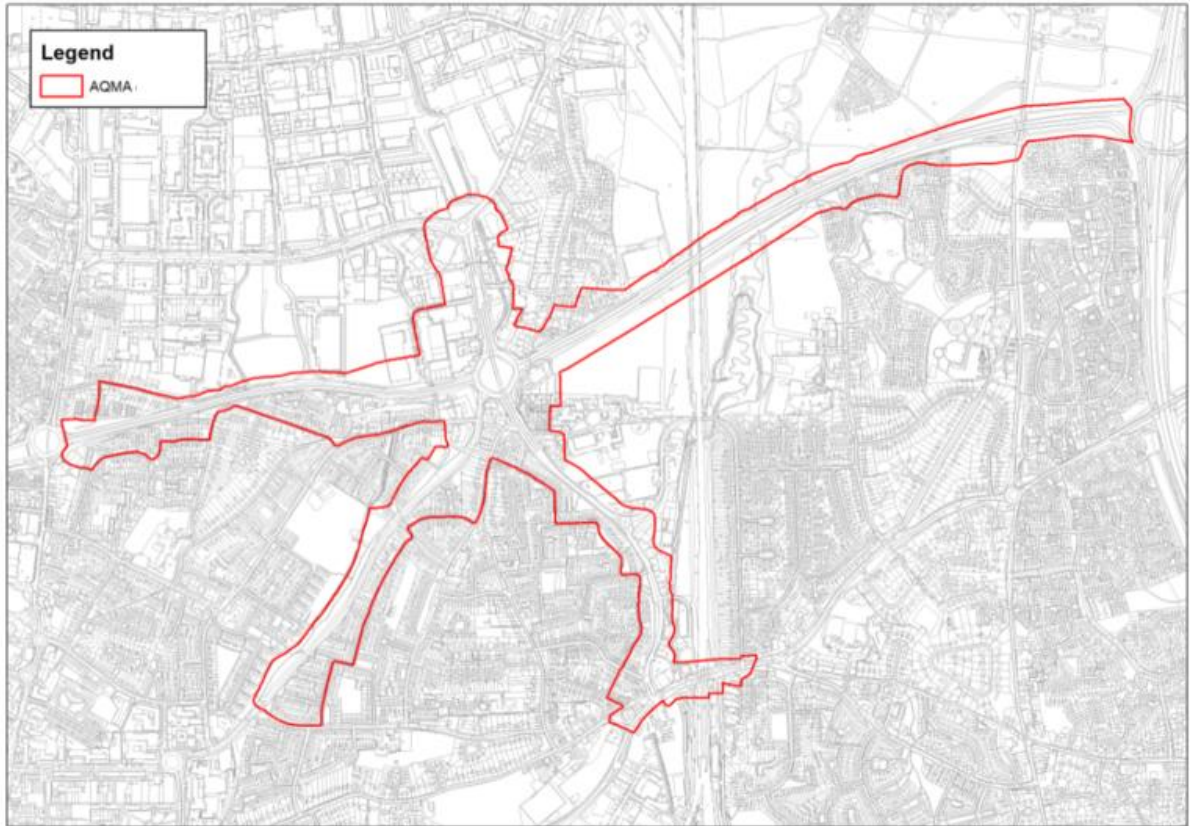
The Common Seal of Crawley Borough Council was hereto affixed on

the day of..... 2021

.....
Authorised Signatory

SCHEDULE 1

Plan of the Modified Designated Area



SCHEDULE 2

List of roads included within the Modified Designated Area

A2011 Crawley Ave	Gatwick Road	Mill Road	St Marys Drive
A2004 Northgate Ave	Gales Drive	Monksfield	Steyping Close
Baird Close	Glenview Close	Napier Way	The Birches
Bramber Close	Grange Close	New Street	Three Bridges Road
Broomdashers Road	Grattons Drive	North Mead	Tinsley Close
Brookside	Green Lane	North Road	Tinsley Lane
Bycroft Roundabout	Harewood Close	Oriel Close	Tinsley Lane South
Capua Court	A2220 Haslett Ave East	Pond Wood Road	Tushmore Lane
Cloverlands	Hazelwick Avenue	Punch Copse Road	West Avenue
Churchill Court	Hazelwick Mews	Redwood Close	Woodend Close
Crawters Close	Hazelwick Mill Lane	Siena Drive	Woodfield Road
Dalewood Gardens	Hazelwick R'Bout	Station Hill	Woolborough Lane
Early Commons	Hermits Road	St Annes Road	A2220 Worth Park Ave
Firle Close	Magpie Walk	St Catherines Road	
Five Acres	Maxwell Way	St Hildas Close	

Consultation on Proposed Changes to Crawley's Air Quality Management Area (AQMA)

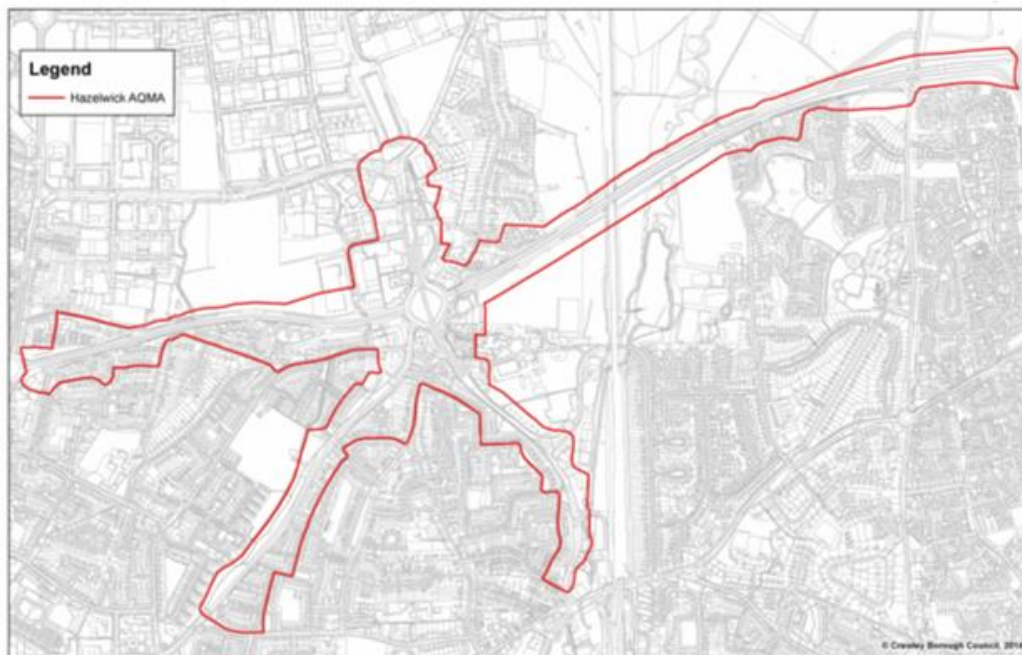
1. Legal Duty

Crawley Borough Council is required under Part IV of the *Environment Act 1995* to review and assess the air quality in their area in line with guidance issued by the Department for Environment, Food and Rural Affairs (DEFRA). Measured air quality levels in our borough are compared to the National Air Quality Objectives and, where these objectives are exceeded, an Air Quality Management Area (AQMA) must be declared and an action plan drawn up with measures aimed at improving air quality.

2. Current Situation

The Council has an extensive monitoring network that measures concentrations of nitrogen dioxide. Based on the results of monitoring, an AQMA was declared in 2015 for levels of nitrogen dioxide exceeding legal limits in the area around the Hazelwick roundabout. The Map below shows the location and boundaries of the current "Hazelwick AQMA". The geographical boundary of the AQMA is set to identify the general area in which the Council wants to target actions to reduce concentrations of traffic related nitrogen dioxide. It is not meant to indicate all properties within its boundary have exceedances.

Existing AQMA



The current action plan measures are aimed at reducing vehicle emissions through a range of methods including: improving sustainable transport infrastructure; traffic management;

awareness raising; and planning and policy measures to encourage modal shift. Progress on these measure are updated annually. The most recent 2020 update can be found [here](#).

Since the Hazelwick AQMA was declared, monitoring has indicated that nitrogen dioxide levels are exceeding objectives outside the current AQMA, in the area around Three Bridges station on the A2220 Worth Park Avenue and Haslett Avenue East.

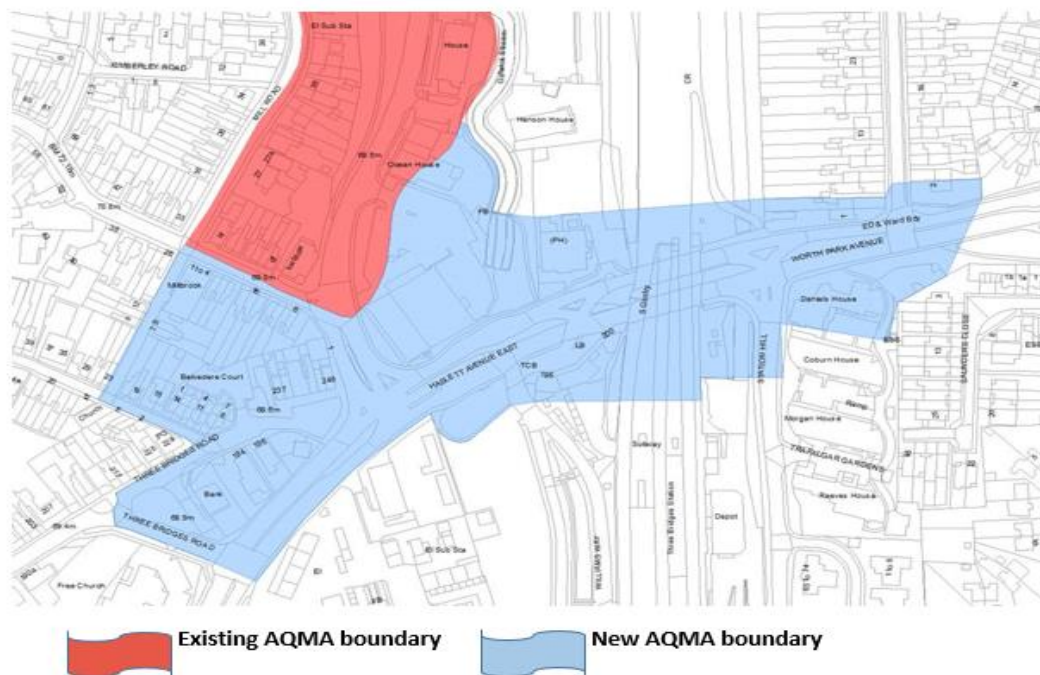
3. Proposed Actions

The Council has therefore reviewed the boundary of its existing AQMA to ensure it remains relevant. As a result, the AQMA is to be extended to include the Three Bridges area, forming a single extended “Crawley AQMA”. This will allow a coordinated approach to addressing air quality issues across all locations in a holistic manner. It give focus to the traffic corridors that are contributing to the problem at specific locations within the area, and helps prevents the risk of solving air quality issues at one location and creating another elsewhere.

The new area (shown in map below) would include the roads and properties fronting *parts* of:

- Worth Park Avenue from the junction of St Mary’s Drive,
- Haslett Avenue East to the junction of Three Bridges Road,
- Three Bridges Road to New Street
- New Street to Mill Road
- Mill Road to Hazelwick Road
- Hazelwick Avenue.

Proposed Extension to AQMA



4. Consultation (How to Take Part)

The Council is legally obliged to declare an AQMA in areas where the air quality objectives are exceeded. We are therefore undertaking a consultation exercise to raise the community's awareness of the proposed extension to the AQMA, as well as seeking any views and comments residents may have on it, before formally declaring the changes.

When responding to the consultation, please consider the following points:

- Although required by law, the declaration of an AQMA is intended to be a positive and proactive step towards improving air quality.
- An AQMA is not meant to indicate all properties within its boundary have exceedances, but rather the geographical boundary of the AQMA is set to identify the general area in which the Council wants to target actions to reduce ambient concentrations of road traffic related nitrogen dioxide.
- Bringing an area within an AQMA means greater attention is paid to the air quality impacts of new developments within the planning process.
- Following the declaration of an AQMA, an Air Quality Action Plan will be drawn up to identify actions to reduce air pollution levels. This action plan would also be subject to consultation.

This page is intentionally left blank

Agenda Item 8

Crawley Borough Council

Report to Overview and Scrutiny Commission 8 March 2021

Cabinet
10 March 2021

Community Grants Allocations

Report of the Head of Community Services **HCS/27**

1. Purpose

- 1.1 The purpose of this report is to agree the Community Grants Allocations to the Voluntary and Community Sector for 2021/22.

2. Recommendations

- 2.1 To the Overview and Scrutiny Commission:

That the Commission consider the report and decide what comments, if any, it wishes to submit to the Cabinet.

- 2.2 To the Cabinet:

Approve the allocation of Community Grants in 2021/22, as is set out the table in paragraph 5.9 of this report.

3. Reasons for the Recommendations

- 3.1 The recommendation supports the Council to achieve a balanced budget position for 2021/22 onwards.

- 3.2 It responds to the approach agreed at Cabinet on 3 February 2021, that being the implementation of a transitional year that supports the Council to develop and implement a high quality outcome focused commissioning and small grants programme from 2022/23 onwards that can better respond to our community's needs.

- 3.2 It takes into account the needs of the organisations that we currently fund by factoring in their ability to deliver to the stated outcomes and their current financial position, in determining individual allocations. Alongside this, our intention is to provide support to organisations to build capacity and resilience through the development of dedicated transition plans, in readiness, where appropriate, for the 2022/23 funding programme.

Agenda Item 8

4. Background

- 4.1 The 2021/22 grants programme was put on hold due to the context of the budgetary challenges and the remedial actions required to deliver a balanced budget.
- 4.2 As part of the budget setting process for 2021/22, the Council stated its intention to reduce the overall community grants pot by £212,000 in two tranches. The reduction in 2021/22 is £120,000, retaining a pot totalling £512,000.
- 4.3 This has allowed the Council to take a transitional approach to the reduction and fulfil its contractual obligation to Citizens Advice in 2021/22.
- 4.4 The budget and agreed approach to delivering the Community Grants programme was ratified at Cabinet on 3 February 2021 (please see background papers).
- 4.5 Officers have actively engaged with all funded organisations in relation to the reduction to the community grant budget, the proposed changes to the allocation of funds, and the decision making process.

5. Proposals

- 5.1 The Council will implement a closed grants round in 2021/22 that only includes organisations that have been in regular receipt of funding over a number of years (see 5.7, Table 1) and fall within the categories outlined below;
 - A. Those organisation whose current grant funding is due to cease 31 March 2021
 - B. Those groups who are mid-way through a 2 year funding round, that is due to cease on 31 March 2021/22
 - C. Those who have traditionally been in receipt of an annual grant award (open and main)
- 5.2 Grant applications will be assessed and awarded against the criteria agreed by Cabinet on 3rd February 2021.
- 5.3 No other applications will be considered at this stage.
- 5.4 The Cabinet Member for Public Protection and Community Engagement has the responsibility for the approval of large community grants and has decided to send the 2021/22 community grants allocations to Cabinet following the change in policy.
- 5.5 The recommended approach fully aligns with the Council's Constitution.

Proposed Funding Allocations

- 5.6 The recommended funding allocations total £448,976 from an available budget of £512,000. This leaves an available fund of £63,024.

Organisations receiving full funding

- 5.7 The majority of organisations will receive the same level of funding during the transition year as they did in 2020/21.

Agenda Item 8

Reductions in Funding

- 5.8 Four organisations are recommended to have their funding reduced or removed;
- 5.8.1 **Crawley Community Action (CCA):** The activity does not meet the stated funding objectives and the organisation has sufficient unrestricted reserves so the intention is to cease funding in 2021/22. The rationale for this decision is simply to preserve and prioritise funding to those organisations that directly deliver services to our residents rather than those that provide infrastructure support. This is a difficult decision to reach however appropriate in the current climate mindful of the impact of the Covid-19 pandemic on our residents and communities. The likely impacts of reducing the infrastructure grant can be more easily mitigated against by utilising teams within Community Services to support this activity and any impacted groups.
- 5.8.2 **Crawley Museum Ifield Mill:** The activity does not meet the stated funding objectives and the organisation has sufficient unrestricted reserves so the intention is to cease funding in 2021/22. Crawley Museum receives additional funding outside of the Community Grants process and it is reasonable for the activity to be funded from this source.
- 5.8.3 **Crawley Festival:** The activity does not meet the stated funding objectives. The organisation will receive 50% of the funding it received in 2020/21 because it holds insufficient reserves. There are numerous organisations providing grant funding to arts based organisations (Arts Council, Sussex Community Foundation etc) and officers will support the Festival Committee to access these.
- 5.8.4 **Age UK West Sussex** (advice and guidance service): Whilst this work does broadly meet the stated funding objectives, this service is already being provided through the County contract for older person's services and the County wide Citizens Advice contract. The organisation will not receive funding for this activity in 2021/22 because they hold sufficient reserves.

Agenda Item 8

5.9 Funding Allocations – table 1

Organisation	Current Funding 2020/21	Outcomes Framework	Unrestricted Reserves of over 50%	Funding Decision	Funding for Transition Year 2021/22
ORGANISATIONS WITH A 2 YEAR GRANT ENDING 2020/21					
Crawley Open House Outreach	£28,000	1,2,5	Y	Invite to apply to 1 year main grant	£28,000
Age UK Community Clubs	£29,493	2,4,5	Y	Invite to apply to 1 year main grant	£29,493
Age UK, IAG	£11,621	2,5	Y	Cease	£0
Crawley Community Youth Service	£29,536	3,5,6	Y	Invite to apply to 1 year main grant	£29,536
Crawley Museum: The Mill	£3,675	0	Y	Cease/Museum Grant	£0
West Sussex Mediation	£3,000	1,4,5	Y	Invite to apply to 1 year main grant	£3,000
Forget Me Nots	£5,000	2	Y	Invite to apply to 1 year main grant	£5,000
Total	£110,325				£95,029
ORGANISATIONS WITH A 2 YEAR GRANT ENDING 2021/22					
Crawley Open House Day Centre	£52,690	1,2,5	Y	Fund Year 2	£52,690
Home Start	£18,083	1,6	Y	Fund Year 2	£18,083
Relate	£26,265	1,4,6	N	Fund Year 2	£26,265
Community Transport Sussex	£37,855	2,5	N	Fund Year 2	£37,855
CCA	£125,242	0	Y	Cease	£0
Broadfield Youth & Community Centre	£38,760	2,5	N	Fund Year 2	£38,760
Crawley Parkour	£2,500	6	N	Fund Year 2	£2,500
Crawley Town Community Foundation	£5,000	6	N	Fund Year 2	£5,000
The Springboard Project	£12,750	5,6	Y	Fund Year 2	£12,750
Gatwick Detainees	£2,500	5	N	Fund Year 2	£2,500
LPK Learning	£5,100	3,5,6	N	Fund Year 2	£5,100
Wordfest	£3,000	5	N	Fund Year 2	£3,000
Diverse Crawley	£2,500	5	N	Fund Year 2	£2,500
Total	£332,245				£207,003
ORGANISATIONS IN RECEIPT OF AN ANNUAL GRANT					
Crawley Festival	£12,750	0	N	Fund 50%	£6,375
Celtic & Irish Cultural Society (c/f)	£5,000	0	N	NA	£0
Total	£17,750				£6,375
CONTRACTED ORGANISATIONS					
Citizens Advice	£140,569	1,3,5,6	NA	NA	£140,569
OTHER/ORGANISATIONS IN RECEIPT OF 'ONE OFF' SMALL GRANT - COMMITTED					
RCSAS Rape Crisis (Service closed)	£3,060		NA	NA	£0
Crawley Mill. Concert Band	£500		NA	NA	£0
Olive Tree Cancer Support	£500		NA	NA	£0
SEDS Community Group	£500		NA	NA	£0
Goffs Park Social Club	£2,138		NA	NA	£0
Crawley Interfaith Network	£925		NA	NA	£0
Total	£7,623		NA	NA	£0
GRAND TOTAL	£608,512				£448,976
BUDGET	£632,025				£512,000
BALANCE	£23,513				£63,024

Outcome 1 Known Vulnerable - Reducing homelessness and the impact of homelessness

Outcome 2 Known Vulnerable - Improving health and wellbeing outcomes for those with a dementia diagnosis and their carers

Outcome 3 Emerging Vulnerable - Bringing people closer to the job market and securing employment

Outcome 4 Emerging Vulnerable - Reducing domestic abuse and violence

Outcome 5 Emerging Vulnerable - Narrowing inequalities within our diverse community

Outcome 6 Future Vulnerable - Supporting those who have experienced adverse childhood experiences to increase educational attainment and achievement and improve social mobility

*NB for clarity, the column in table 1 relates to whether an organisation has 50% or more of its stated annual operating costs held in unrestricted reserves. Unrestricted reserves are surplus funds that an organisation can keep aside from their operational budget, that doesn't have a restriction on how it is spent. This information is taken from the organisations most recent accounts and/or reports submitted to the Charities Commission / Companies House, information that is publicly available on respective websites.

Agenda Item 8

Application & Decision Making Process

- 5.10 The grants programme timeline that would apply in usual circumstances has traditionally taken up to 4 months. The groups that will be applying for funding in the transition year closed grants round are well established and known quantities to officers, giving confidence that we can operate with a greatly truncated time line, whilst applying a rigorous process.
- 5.11 This in effect means that invited groups will be requested to submit their applications for pre consideration, prior to Cabinet meeting on 10 March, whereby all relevant due diligence processes that apply to the regular grants process can be undertaken.
- 5.12 For those organisations that have completed Year 1 of an in principle 2 year funding agreement, they have effectively already applied, so they will be required to re-submit the budget profile, identify savings where possible and reflect any changes to their delivery plan.
- 5.13 Post Cabinet, the relevant actions will be taken to communicate the decisions and initiate the grants where applicable.
- 5.14 There will be an appeal's process for 2021/ 22 grant allocation available in line with Council's Constitution via the Grants Appeal Panel with the expectation of this being completed by 25 March 2021.

2022/23 onwards

- 5.15 This approach will facilitate a healthy re set for our grants programme in 2022/23 creating higher levels of accountability and evidenced based practice, where impact can be measured.
- 5.16 The new commissioning and small grants programmes will be developed during summer 2021 ready for implementation in 2022/23. It is possible that the "open" small grants programme could launch during 2021/22.

6. Implications

6.1 Financial

Report FIN/514 2021/2022 Budget and Council Tax, section 6.4 outlines the long term savings requirement of £212,000, however, the Lower Tier Services Grant allows a transition, with a savings requirement of £120,000 in 2021/22, and of £212,000 in 2022/23.

6.2 Legal

The Council has entered into a three year contract with Citizens Advice that is due to expire at the end of 2021/22. The third year funding will need to be honoured to avoid any legal and reputational implications for the Council.

The current grant awards programme is not based on any legally binding contacts, but it has to be noted that organisations may apply a presumption of being funded as they are mid-way through a two year grant agreement.

Agenda Item 8

6.3 Equalities

An Equalities Impact Assessment has been completed to support the transitional year and can be found at Appendix A.

Background Papers

[HCS24 Report to OSC Cabinet Community Grants Future Options Cabinet 3 February 2021](#)

[Budget Strategy 2021/22 - 2025/26 FIN/508 Cabinet 25 November 2020](#)

Report author and contact officer:

Paula Doherty, Community Services Manager (01293) 438368
paula.doherty@crawley.gov.uk

EQUALITY IMPACT ASSESSMENT

Name of activity:	Community Grants Allocations 2021/22	Date Completed:	19 February 2021		
Directorate / Division responsible for activity:	Community Services	Lead Officer:	Paula Doherty		
Existing Activity	<input type="checkbox"/>	New / Proposed Activity	<input type="checkbox"/>	Changing / Updated Activity	x

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

As part of the budget setting process for 2021/22, the Council has stated its intention to reduce the overall community grants pot by £120,000 and retain a pot totalling £512,000. This contributes to the Council achieving a balanced budget position as part of its Budget Strategy.

It has also been recognised that the Council's funding of the Voluntary and Community Sector required review. The approach has remained largely unchanged over the past decade or so. With Crawley facing unprecedented economic challenges in the wake of the Covid-19 pandemic, there will be social challenges facing the town that require new approaches and capacity. This will require the Council to develop a much more targeted approach in its funding of the sector to meet existing and emerging need.

A transitional year allows the Council to work with all organisations and support them through the change. Different organisations will have differing levels of resilience to change, for instance the organisations funded currently have a combined unrestricted reserves pot of around £3.8 million, albeit the provision made within each organisation varies greatly. This approach also allows the Council to fulfil any contractual obligations, specifically to provide an allocation of £140,569 to Citizens Advice in 2021/22.

What are the main actions and processes involved?

Engagement with funded organisations

The process of engagement with all funded groups has begun. Officers have met with every funded organisation to facilitate a high level conversation around potential changes to the community grants programme and the impact of various funding reduction scenarios.

Decision making

Cabinet approval of transitional year approach - 3 February 2021

Cabinet approval of funding allocations in 2021/22 – anticipated 10 March 2021

Funding allocation confirmation & appeals

Confirm funding allocation to each organisation – 11 March 2021

Facilitate appeal process – completed by 25 March 2021

Future Model

Development and approval of new commissioning and small grants funding model for 2022/23 onwards – Autumn 2021

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

The current national landscape, shaped by the Covid-19 pandemic, is unpredictable and uncertain. This sits alongside the complex and historic issues already impacting some residents in the town. What we do know is that the needs of our residents and wider communities are evolving and the future funding programme will need to respond positively and robustly.

The review is based on achieving the best outcomes for our residents. The main stakeholders are the community themselves and the voluntary and community sector who deliver services to our residents. The main beneficiaries are residents that fall within the following groups;

Known Vulnerable

- Reducing homelessness and the impact of homelessness
- Improving health and wellbeing outcomes for those with a dementia diagnosis and their carers

Emerging Vulnerable

- Bringing people closer to the job market and securing employment
- Reducing domestic abuse and violence
- Narrowing inequalities within our diverse community

Future Vulnerable

- supporting those who have experienced adverse childhood experiences to increase educational attainment and achievement and improve social mobility

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?)

Yes

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
Age (older / younger people, children)	Yes	<p><u>Positive Impact</u></p> <p>The transition year grants programme has children and young people as a priority group, in terms of prevention in respect of those who are able to be supported in terms of developing unnecessary and unavoidable vulnerabilities and disadvantage. More universally the proposed changes need to be read in the context of our play, health and wellbeing approaches. Funding to organisations delivering to children and young people has been maintained for 2021/22.</p>

		<p><u>Negative Impact (mitigated)</u></p> <p>Funding to organisations delivering services to older people has been maintained for 2021/22 with one exception. Age UK West Sussex (advice and guidance service): Whilst this work does broadly meet the stated funding objectives, this service is already being provided through the County contract for older person's services effectively a duplication of funding. If funding is removed the work can carry on. The fact that they will be receiving less funding is mitigated by the fact that they have in excess of 50% of their annual operating costs held in reserves. The larger grant for AGE UK remains intact for 2021/22 to support them in the transition year and to provide greater stability whilst they re- tender for the countywide provision.</p>
Disability (people with physical / sensory impairment or mental disability)	Yes	<p><u>Positive Impact</u></p> <p>Funding to organisations delivering services to disabled people has been maintained for 2021/22. In addition, there is a requirement for all funded organisations to factor "five ways to wellbeing" into their service delivery models.</p>
Gender reassignment (the process of transitioning from one gender to another.)	No	<p><u>Positive Impact</u></p> <p><u>Negative Impact</u></p>
Marriage & civil partnership (Marriage is defined as a 'union between a man and a woman'. Civil partnerships are legally recognised for same-sex couples)	No	<p><u>Positive Impact</u></p> <p><u>Negative Impact</u></p>
Pregnancy & maternity (Pregnancy is the condition of being pregnant & maternity refers to the period after the birth)	No	<p><u>Positive Impact</u></p> <p><u>Negative Impact</u></p>
Race (ethnicity, colour, nationality or national origins & including gypsies, travellers, refugees &	Yes	<p><u>Positive Impact</u></p> <p>Funding to organisations delivering services to people that are potentially marginalised because of their race has been maintained for 2021/22. In addition there has been new</p>

asylum seekers)		funding to support work with our BAME communities on health inequalities which has come to light through the pandemic, through our Putting Communities First initiative.
Religion & belief (religious faith or other group with a recognised belief system)	No	<u>Positive Impact</u>
Sex (male / female)	No	<u>Positive Impact</u> <u>Negative Impact</u>
Sexual orientation (lesbian, gay, bisexual, heterosexual)	Yes	<u>Positive Impact</u> Equalities and need are at the heart of our new ways of working, and key to our developments are those who may face additional challenges, prejudice and discrimination, this approach will more ably celebrate our LGBTQ Plus communities.
Whilst Socio economic 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> With Crawley facing unprecedented economic challenges in the wake of the Covid-19 pandemic, there will be social challenges facing the town that require new approaches and capacity. This will require the Council to develop a much more targeted approach in its funding of the sector to meet existing and emerging need. A new model of delivery is predicated on delivering the best services for Crawley residents through an Asset Based Community Development (ABCD) approach, creating greater synergy across Community Services and the wider organisation.

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)			
This EQIA is based on a detailed review of our current grants offer, its processes and beneficiaries, this process has been subject to financial scrutiny, wide stakeholder consultancy, bench marking comparisons, market analysis and has been subject to significant internal partnership input.			
What resource implications are there to deliver actions from this EIA? (Quantify: people, time, budget, etc.)			
The resources are not anticipated to increase as a result of these actions. The reduction in budget is achieved by protecting funding to organisations meeting the stated objectives and reducing where they don't, of note prioritising funding of direct service delivery rather than infrastructure. Planning and implementation of the transition year arrangement and future programme will be meet within existing people resources.			
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	If yes, record the evidence below. If no STOP and re-examine the activity.	
Does the activity have a negative impact on any of the protected groups, i.e. disadvantage them in any way.	No	If yes, identify necessary changes and record appropriate actions below. If no, record the evidence and assessment is complete.	
Decision following initial assessment			
Continue with existing or introduce new / planned activity	Yes	Amend activity based on identified actions	No

Action Plan (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)			
Impact identified	Action required	Lead Officer	Deadline

Monitoring & Review	
Date of last review or Impact Assessment: Unknown	Unknown
Date of next 12 month review:	February 2022
Date of next 3 year Impact Assessment (from the date of this EIA):	February 2024

Date EIA completed:	19 February 2021
Signed by Person Completing:	Paula Doherty
Date Sent to HR and Equalities Team:	23 February 2021
Approved by Head of Service:	Kate Wilson

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.



Completed Equality Impact Assessment	Key findings	Future actions
<p>Directorate / Division: Community Services</p> <p>Function or policy name: Community Grants Allocations 2021/22</p> <p>Officer completing assessment (Job title): Community Services Manager</p> <p>Date of assessment: 19 February 2021</p>	<ul style="list-style-type: none"> • Interim transition arrangement for 2021/22 • No negative impact on protected groups because funding has been preserved to the majority of those delivery organisations that received funding in 2020/21 	<ul style="list-style-type: none"> • Complete new EIA for the new commissioning and small grants model for 2022/23 onwards to ensure no protected groups are disadvantaged.