

# Crawley Borough Council

## Governance Committee

Agenda for the **Governance Committee** which will be held in **Virtual meeting - Microsoft Teams**, on **Monday, 15 March 2021 at 7.00 pm**

Nightline Telephone No. 07881 500 227



**Chief Executive**

Membership:  
Councillors

R D Burrett (Chair), T Lunnon (Vice-Chair), D Crow, C R Eade,  
M G Jones, P K Lamb, R A Lanzer, S Malik, K McCarthy and  
C J Mullins

**Please note:** in accordance with Regulations in response to the COVID-19 Public Health Emergency, from April 2020 committee meetings are being 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.

Please contact Democratic Services if you have any queries regarding this agenda.  
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The order of business may change at the Chair's discretion

## Part A Business (Open to the Public)

	<b>Pages</b>
<b>1. Apologies for Absence</b>	
<b>2. Disclosures of Interest</b>	
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.	
<b>3. Minutes</b>	5 - 24
To approve as a correct record the minutes of the Governance Committee held on 26 January 2021.	
For clarification and noting, the final Temporary Polling Scheme (as approved by the Full Council) is attached as Appendix D to the minutes.	
<b>4. Public Question Time</b>	
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.	
<b>5. May 2021 Elections</b>	
A verbal update by the Electoral Services Manager giving information on the Returning Officer's progress on the planning for operating polling stations and the counting of votes at the elections.	
<b>6. Future Format of Council Meetings</b>	25 - 28
To consider report LDS165 of the Democratic Services Manager.	
<b>7. Review of Provisions Relating to Call-In and Urgency</b>	
There has been one case, during the period since the last report, where an item has been protected from the Call-In Procedure on the grounds of urgency as provided for in Call-In Procedure Rule 8.	
In line with the Special Urgency provisions set out in paragraph 16.4 of the Access to Information Procedure Rules within the Constitution, on 17 November 2020 Councillor Peter Lamb, as Leader of the Council, approved the following under delegated powers:	

- The revised guidelines over the Business Grant Applications (Local Authority Additional Restrictions Discretionary Grants Fund) so that local business can apply for the further Discretionary Business Grant payments as soon as possible.
- That the use of the additional funding of £2,248,180 is available for Discretionary Business Grant payments to support Crawley local businesses, this is for the period up to 31<sup>st</sup> March 2022.
- Delegated authority to the Head of Corporate Finance in consultation with the Head of Economy and Planning, or another senior Officer, the decisions on individual business grant payments, subject to successful due diligence checks, application assessment and fraud checks.

The Chief Executive (as Head of Paid Service), had agreed that the decision should be Protected from Call-In under Call-In Procedure Rule 8 of the Constitution due to its urgent nature. This is so the Council could start supporting its businesses as soon as possible.

This decision was published in Councillors' Information Bulletin [IB/1054](#).

Due to the circumstances surrounding that Protection from Call-In it is not deemed necessary to change the provisions at this stage.

#### **Recommendation**

That no change to the provisions relating to Call-In and Urgency be made.

#### **8. Supplemental Agenda**

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

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