

Crawley Borough Council

Agenda of the Full Council

To: The Mayor and Councillors

You are summoned to attend a meeting of the **Full Council** which will be held in **Virtual Meeting - Microsoft Teams Live**, on **Wednesday, 24 March 2021 at 7.30 pm**

Nightline Telephone No. 07881 500 227



Chief Executive

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.
democratic.services@crawley.gov.uk

Published date 16 March 2021

Duration of the Meeting

If the business of the meeting has not been completed within two and a half hours (normally 10.00 pm), then in accordance with Council Procedure Rule 2.2, the Mayor will require the meeting to consider if it wishes to continue for a period not exceeding 30 minutes. A vote will be taken and a simple majority in favour will be necessary for the meeting to continue.

Following the meeting's initial extension, consideration will be given to extending the meeting by further periods of up to 30 minutes if required however, no further extensions may be called to extend the meeting beyond 11.00pm when the guillotine will come into effect.



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

Part A Business (Open to the Public)

	Pages
1. Apologies for Absence To receive any apologies for absence.	
2. Disclosures of Interest In accordance with the Council's Code of Conduct, councillors are reminded that it is a requirement to declare interests where appropriate.	
3. Minutes To approve as a correct record the minutes of the meeting of the Full Council held on 24 February 2021.	5 - 36
4. Communications To receive and consider any announcements or communications, including any additional Cabinet Member announcements.	
5. Public Question Time To answer written public questions in line with the Virtual Procedure Rules Up to 30 minutes is allocated to Public Question Time.	
6. Consideration of Full Council Recommendations and Call-In Decisions To consider any recommendations before the Full Council or items which have been Called-In. <i>NB In advance of the meeting Political Groups will identify which recommendations they do not wish to reserve for debate.</i>	37 - 76
7. Notification of Decision Protected from Call-In - (Recommendation 2) In line with Constitution's Call-In Procedure Rule 8, Section 8.3, the Full Council is required to be informed when the Chief Executive has protected a decision from Call-in.	

In accordance with the Special Urgency provisions set out in paragraph 16.4 of the Access to Information Procedure Rules within the Constitution, on 10 March 2021 the Cabinet approved the following in relation to the Crawley Town Investment Plan – Draft Heads of Terms (as set out in Minute 13 to that meeting):

- a) Authorise the Chief Executive to sign the Crawley Town Deal Heads of Terms.
- b) Delegate authority to the Chief Executive in consultation with the Leader of the Council and the Leader of the Opposition to submit to Government, on behalf of the Council, further details of the plans and budget profiles for the individual projects within the Crawley Town Deal and a plan to address the Heads of Terms key conditions.

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 was so the Council could respond to the Government by its set deadline of 24 March 2021.

RECOMMENDATION 2

The Full Council is requested to note the use of the protection from Call-In by the Chief Executive in respect of the decision by the Cabinet on 10 March 2021 relating to the Crawley Town Investment Plan – Draft Heads of Terms.

8. Notice of Motion - Crawley's Peoples Future

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To consider, in accordance with Full Council Procedure Rule 1.1-H, the following Notice of Motion to be moved by Councillor Sudan and seconded by Councillor Fiveash.

9. Councillors' Questions Time

There will be a maximum of **30** minutes for Councillors' Question Time (CQT). Councillors may ask questions relating to either a portfolio issue or with regard to the functions delegated to a Committee.

There are **two** methods for Councillors asking questions:

1. Councillors can submit written questions in advance of the meeting and written answers will be provided on the evening of the Full Council.
2. Councillors can also verbally ask questions during the CQT.

Councillors have the opportunity to ask oral supplementary questions in relation to either of the methods above.

10. Receiving the Minutes of the Cabinet, Overview and Scrutiny Commission and Other Committees including Items for Debate

To receive the minutes of the meetings of the Cabinet, Overview and Scrutiny Commission and Committees, as listed on page 37, and set out in the appendices to this item and to debate any Reserved Items contained within those Minutes.

NB: In advance of the meeting Political Groups can identify any items they wish to debate as a Reserved Item. These Reserved Items will then be the only matters to be the subject of debate.

11. Supplemental Agenda

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

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Crawley Borough Council

Minutes of Full Council

Wednesday, 24 February 2021 at 7.30 pm

Councillors Present:

F Guidera (Mayor)

S Malik (Deputy Mayor)

L M Ascough, M L Ayling, A Belben, T G Belben, B J Burgess, R G Burgess, R D Burrett, D Crow, C R Eade, R S Fiveash, M Flack, J Hart, I T Irvine, K L Jaggard, G S Jhans, M G Jones, P K Lamb, R A Lanzer, T Lunnon, T McAleney, K McCarthy, J Millar-Smith, C J Mullins, M Mwagale, D M Peck, A Pendlington, M W Pickett, J Purdy, T Rana, B A Smith, P C Smith and K Sudan

Also in Attendance:

Mr Peter Nicolson

Officers Present:

Natalie Brahma-Pearl	Chief Executive
Ian Duke	Deputy Chief Executive
Heather Girling	Democratic Services Officer
Chris Pedlow	Democratic Services Manager
Karen Hayes	Head of Corporate Finance

1. Minute Silence for Former Mayor and Councillor Raj Sharma

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

The Mayor then invited representatives from each party to pay tribute to Councillor Sharma. Councillors Lunnon, Crow, Mullins, Burrett, B Smith, Rana, Mwagale, Flack, B Burgess and the Mayor on behalf of the Council paid their respects with heartfelt and touching tributes.

2. Disclosures of Interest

The disclosures of interests made by Councillors are set out in Appendix A to these minutes.

3. Minutes

The minutes of the meeting of the Full Council held on 16 December 2020 were approved as a correct record and signed by the Mayor.

4. Communications

The Mayor provided the Full Council with a brief update on his last few months, stating

'We continue to be in challenging times but I can report that I was able to attend the Greenway Foundation's annual Christmas Food Drive which took place on Christmas Eve. I took away some food parcels to deliver to some very thankful people, which was a very heart-warming experience. Christmas was a very challenging time for my family as we were caring for my father who unfortunately passed away. There is no good time to lose a loved one but Christmas time makes it especially tough and in lockdown during a pandemic it is particularly difficult and I sympathise with those who have lost loved ones during this time. I would like to just pay tribute to the St Catherine's Hospice staff and the district nurses who do an incredible job, putting themselves at risk during this time and as a town we are lucky to have St Catherine's Hospice and their funding raising has been massively impacted by the pandemic and they all need our support. I hope as we move out of this situation things start to improve.'

5. Public Question Time

Question to Councillor Lamb as the Leader of the Council from Mrs Wakeham

Question

Is the council for or against 10,000 houses being built West of Ifield? With COVID 19 and Gatwick Airports expansion in question would it not be wise to suggest to HDC that they put a hold on this proposal until the next Local Plan review.

May I also point out that in CBC response 11.3, to EIA/20/2004 scoping report Noise and vibration It states ((intermittent)) events like aircraft noise.

In normal times there are (Gatwick Airport Master Plan 2019)55 planes an HOUR, 70 planes an HOUR if standby runway comes into use and 90 planes if wide spaced runway is built. In no way can you describe those numbers as intermittent.

Response from Councillor Lamb as the Leader of the Council

The Council automatically opposes planning applications from sites which are unallocated in a Local Plan, whether it be our plan or those of neighbouring authorities, as is the case here. Last year CBC formally objected in principle to the West of Ifield allocation as part of Horsham District Council's Regulation 18 consultation on their Local Plan Review. This is already in the public domain. Amongst other things we raised significant queries about the sustainability of the scheme, and we articulated the critical importance of delivering major infrastructure upfront and of proper clarity on how Crawley's housing needs would be met.

6. **Final Report of the Independent Remuneration Panel (Councillors' Allowances Scheme 2021/22 and 2022/23 (Recommendation 1))**

The Full Council considered report [LDS/163](#) of the Chair of the Independent Remuneration Panel (IRP) which detailed the findings of the IRP and its independent recommendations regarding the Councillors' Allowances Scheme for 2021/22 and 2022/23.

The item had been previously considered at the Governance Committee on 26 January 2021. Councillor Burrett moved the recommendation which was seconded by Councillor Lunnon.

Following the conclusion of the debate, the Mayor invited the Democratic Services Manager to commence the voting process. Before the vote commenced, it was confirmed that none of the Labour or Conservative Members requested to vote as an individual, rather than through their respective Group block vote.

For the recommendation: Labour block vote of 15 votes, Conservative block vote of 17 votes, and Councillors Fiveash and Sudan. (34)

Against the recommendation: None (0)

Abstentions: (0)

The Mayor declared the recommendation was carried – votes in favour 34, and votes against 0 with 0 abstentions.

RESOLVED

That the Full Council approves:

- a) That the allowances for the Mayor and Deputy Mayor remain set at the current rate (namely £11,548 for the Mayor and £1,800 for the Deputy Mayor respectively) until such time as a further report of the Independent Remuneration Panel is brought back for consideration to the Full Council on the matter.
- b) The Councillors' Allowances Scheme for 2021/22 and 2022/23 including Schedules 1 and 2, as detailed below:

COUNCILLORS' ALLOWANCES SCHEME 2021/2022 to 2022/2023 (From 1 April 2021 to 31 March 2023)

1. This Scheme may be cited as the Crawley Borough Council Councillors' Allowances Scheme and shall have effect from 1 April 2021 to 31 March 2023.
2. In this Scheme:

"Councillor" means a Member of the Crawley Borough Council who is a Councillor.

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“Total estimated allowances” means the aggregate of the amounts estimated by the Head of Corporate Finance, at the time when a payment of basic allowance or special responsibility allowance is made, to be payable under this Scheme in relation to the relevant year, and for this purpose any election under paragraph 9 shall be disregarded.

“Year” means the 12 months ending with 31 March.

3. BASIC ALLOWANCE

Subject to paragraph 10, for each year the basic allowance specified in Schedule 1 to this Scheme shall be paid to each Councillor.

4. SPECIAL RESPONSIBILITY ALLOWANCES

- (1) For each year a special responsibility allowance shall be paid to those Councillors and Co-opted Members who hold the special responsibilities in relation to the authority that are specified in Schedule 1 to this Scheme.
- (2) Subject to paragraph 10, the amount of each such allowance shall be the amount specified against that special responsibility in that Schedule.

5. TRAVELLING AND SUBSISTENCE ALLOWANCES

- (1) Travelling and subsistence allowances shall be paid to Councillors and Co-opted Members in the following circumstances:
 - (a) The attendance at a meeting of the authority or of any Committee or Sub-Committee of the authority, or of any other body to which the authority makes appointments or nominations, or of any Committee or Sub-Committee of such a body.
 - (b) The attendance at any other meeting, the holding of which is authorised by the authority, or a Committee or Sub-Committee of the authority, or a Joint Committee of the authority and at least one other authority within the meaning of Section 270(1) of the Local Government Act 1972, or a Sub-Committee of such a Joint Committee, provided that:
 - (i) Where the authority is divided into two or more political groups it is a meeting to which Members of at least two such groups have been invited.
 - (ii) If the authority is not so divided, it is a meeting to which at least two Councillors have been invited.
 - (c) The attendance at a meeting of any association of authorities of which the authority is a member.
 - (d) The attendance at a meeting of the Cabinet or a meeting of any of its Committees, where the authority is operating Cabinet arrangements.
 - (e) The performance of any duty in pursuance of any standing order made under Section 135 of the Local Government Act 1972 (requiring a Councillor or Councillors to be present while tender documents are opened).

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- (f) The performance of any duty in connection with the discharge of any function of the authority conferred by or under any enactment and empowering or requiring the authority to inspect or authorise the inspection of premises.
- (g) The carrying out of any other duty approved by the authority, or any duty of a class so approved, for the purpose of, or in connection with, the discharge of the functions of the authority or any of its Committees or Sub-Committees. (The duties approved by the Council for the payment of travelling, subsistence and dependant care allowances under this sub-section are specified in Schedule 2 to this Scheme).
- (2) The level of travelling allowances payable to Councillors and Co-opted Members shall be based on that approved by HM Revenue & Customs as currently set out below. If there are any changes, the figures below will be amended accordingly:

	First 10,000 miles	Each mile over 10,000
Cars and vans	45p	25p
Motorcycles	24p	24p
Bicycles	20p	20p

In addition, elected Councillors may claim a passenger supplement of 5p per mile for carrying passengers in a car or van who would otherwise be entitled to a travelling allowance.

- (3) The level of subsistence allowances payable to Councillors and Co-opted Members shall be the same as those paid to officers. The figures set out below relate to the allowances paid in 2020/21. The officer rates will be updated annually on 1 April each year. If there is an increase the figures below will be increased accordingly.

<u>Subsistence Allowances</u>	<u>Rate</u>
Tea (more than four hours absence including the period from 3.00pm to 6.00pm)	£3.53
Evening Meal (more than four hours absence ending after 7.00pm)	£11.03

- (4) Overnight Rate

Overnight rate should be the actual cost up to a maximum of £86.46 (or £99.51, if in London) subject to the Head of Legal, Democracy and HR being empowered to authorise a higher amount in specific instances where suitable accommodation cannot be found within the limit.

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6. **DEPENDANTS' CARERS' ALLOWANCE**

A Dependants' Carers' Allowance of the actual cost up to £8.82 per hour shall be payable to cover the cost of caring for a Councillor's dependant children or elderly/disabled relatives whilst a Councillor is undertaking an approved duty, provided the carer is not a member of the Councillor's own household. In addition, the Dependants' Carers' Allowance, at the level prescribed above, shall be payable to cover the cost of a live-in nanny caring for a Councillor's dependant whilst the Councillor is undertaking an approved duty. In other circumstances where professional babysitting and care services are used and a minimum period for the service is imposed by the service provider, then the period in respect of which the allowance is payable shall include the whole period for which a Councillor is charged.

The Dependants' Carers' Allowance shall only be payable in relation to duties described in paragraph 5 (a) to (g) above.

If the national living wage is increased to a rate that exceeds the rate of Dependants' Carers' Allowance, the Dependants' Carers' Allowance shall be amended to remain 10 pence above the national living wage rate.

7. **LOCAL GOVERNMENT PENSION SCHEME**

Councillors are no longer entitled to join the Local Government Pension Scheme.

8. **CO-OPTED MEMBERS**

Co-opted Members shall only receive travelling and subsistence allowances and any special responsibility allowance which might apply.

9. **RENUNCIATION**

A Councillor may by notice in writing given to the Head of Corporate Finance elect to forego any part of their entitlement to an allowance under this Scheme.

10. **PART-YEAR ENTITLEMENTS**

- (1) The provisions of this paragraph shall have effect to regulate the entitlements to basic and special responsibility allowances where, in the course of a year, this Scheme is amended or that Councillor becomes, or ceases to be, a Councillor, or an office holder accepts or relinquishes a special responsibility in respect of which a special responsibility allowance is payable.
- (2) If an amendment to this Scheme changes the amount to which a Councillor or an office holder is entitled by way of a basic allowance or a special responsibility allowance, then in relation to each of the periods:
 - (a) Beginning with the year and ending with the day before that on which the first amendment in that year takes effect or

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- (b) Beginning with the day on which an amendment takes effect and ending with the day before that on which the next amendment takes effect, or (if none) with the year

The entitlement to such an allowance shall be to the payment of such part of the amount of the allowance under this Scheme as it has effect during the relevant period as bears to the whole the same proportion as the number of the days in the period bears to the number of days in the year.

- (3) Where the term of office of a Councillor begins or ends otherwise than at the beginning or end of a year, the entitlement of that Councillor to a basic allowance shall be to the payment to such part of the basic allowance as bears to the whole the same proportion as the number of days during which their term of office subsists bears to the number of days in that year.
- (4) Where this Scheme is amended as mentioned in sub-paragraph (2), and the term of office of a Councillor does not subsist throughout the period mentioned in sub-paragraph (2) (a), the entitlement of any such Councillor to a basic allowance shall be to the payment of such part of the basic allowance referable to each such period (ascertained in accordance with that sub-paragraph) as bears to the whole the same proportion as the number of days during their term of office as a Councillor subsists bears to the number of days in that period.
- (5) Where an office holder has during part of, but not throughout, a year such special responsibilities as entitle them to a special responsibility allowance, that office holder's entitlement shall be to payment of such part of that allowance as bears to the whole the same proportion as the number of days during which he has such special responsibilities bears to the number of days in that year.
- (6) Where this Scheme is amended as mentioned in sub-paragraph (2), and an office holder has during part, but does not have throughout the whole, or any period mentioned in sub-paragraph (2) (a) of that paragraph any such special responsibilities as entitle them to a special responsibility allowance, that office holder's entitlement shall be to payment of such part of the allowance referable to each such period (ascertained in accordance with that sub-paragraph) as bears to the whole the same proportion as the number of days in that period during which they have such special responsibilities bears to the number of days in that period.

11. PAYMENTS

Payments by direct bank credit shall be made in respect of basic and special responsibility allowances and pensions in monthly instalments and are usually paid on the 20th of each month. However where, for example, the 20th falls on a weekend, payments will be made on the previous Friday. Each month's allowance is calculated on the basis of one twelfth of the annual allowance, and is for the period of that calendar month, and payment for individual days is calculated by dividing the monthly sum by the number of days (including Saturdays and Sundays) in the particular month (*subject to paragraph 9 above - renunciations*).

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SCHEDULE 1

The following are specified as the special responsibilities in respect of which special responsibility allowances are payable and the amounts of those allowances:

Office Holder	Allowance 2021/22 - 2022/23 (£)
Basic allowance (all councillors)	6,617
Leader of the Council	15,885
Cabinet Portfolio Holders	7,942
Chair of Overview and Scrutiny Commission	7,106
Chair of Planning Committee	6,617
Chair of Licensing Committee	5,453
Chair of Governance Committee	2,649
Chair of Audit Committee	2,649
Chair of Budget Advisory Group (must not be a Cabinet Member and payment will be made on completion of the BAG process)	1,262
Payment to the Chair of any Scrutiny Panel (paid on completion of the scrutiny review)	1,262
Leader(s) of minority group(s) (<i>differential rates depending on number of Members in that Group</i>); <ul style="list-style-type: none">• basic allowance• additional payment per group Member	2,448 305
Mayor	11,548
Deputy Mayor	1,800
Independent Person(s) (Standards) *	750

No Councillor is entitled to more than one special responsibility allowance. Where a Councillor is eligible for more than one special responsibility allowance, they will be paid the allowance of the higher value.

- * The Monitoring Officer, in consultation with the Leader of the Council and all Group Leaders, has been authorised to set the initial allowance and expenses for the Independent Person(s) and to review annually thereafter.

The following are approved duties for the payment of travelling, subsistence and dependants' carers' allowances in accordance with sub-section 5 (g) of this Scheme:

- (i) Attendance at seminars and training courses funded by the Crawley Borough Council, whether held in the Town Hall or elsewhere.
- (ii) Attendance at meetings with Council Officers in connection with Crawley Borough Council duties.
- (iii) Attendance at meetings with other local authorities, central government or other agencies in connection with Crawley Borough Council duties.
- (iv) Attendance at meetings with members of the public in connection with Crawley Borough Council duties.
- (v) Attendance at meetings with voluntary organisations or public sector bodies, award ceremonies, or public events in connection with Crawley Borough Council duties.

7. Allocation of Committee Chairs and Vice-Chairs - (Recommendation 2)

The Full Council considered report [LDS/162](#) of the Interim Monitoring Officer. The report, which set out potential options for a more proportionate and sustainable system for the appointment of Chairs and Vice-Chairs to the Council's committees. This had been proposed in light of the current Joint Agreement between the two political groups.

The item had been previously considered at the Governance Committee on 26 January 2021. Councillor Burrett moved the recommendation which was seconded by Councillor Crow.

Councillor Lamb moved and presented the Labour amendment, (*as shown in Supplementary Agenda Order Paper*). The amendment was seconded and supported by Councillor Lunnon. The Labour Amendment was

That the Full Council be recommended to:

- a) *adopt Strict Proportional Approach to the allocation of Committee Chairs and to adopt a Strict Proportional Approach to the allocation of Committee Vice Chairs.*
- b) *to amend the Constitution to reflect the adopted protocol regarding the allocation of Committee Chairs and Vice-Chairs.*

During the debate both on the original Recommendation 2 and the proposed amendment, Councillors McCarthy Lamb and Burrett all spoke during the debate, on their merits of each option before the Full Council, including the right to reply.

Following the conclusion of the debate, the Mayor invited the Democratic Services Manager to commence the voting process on the Labour Amendment. Before the vote commenced, it was confirmed that none of the Labour or Conservative Members

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requested to vote as an individual, rather than through their respective Group block vote.

For the recommendation: Labour block vote of 15 votes, and Councillors Fiveash and Sudan. (17)

Against the recommendation: Conservative block vote of 17 votes (17)

Abstentions: (0)

The Mayor declared the recommendation was carried – votes in favour 34, and votes against 0 with 0 abstentions.

As a result of the tied vote, the Mayor used the casting vote, to vote AGAINST the proposed Amendment. There were therefore 18 votes for the against the proposal and 17 votes for and no abstentions.

RESOLVED

That the Labour Amendment then falls.

The Mayor then invited the Democratic Services Manager to commence the voting on the substantive Recommendation 2. Before the vote commenced, it was confirmed that none of the Labour or Conservative Members requested to vote as an individual, rather than through their respective Group block vote.

For the recommendation: Conservative block vote of 17 votes (17)

Against the recommendation: None (0)

Abstentions: Labour block vote of 15 votes, and Councillors Fiveash and Sudan. (17)

The Mayor declared the recommendation was carried – votes in favour 17, and votes against 0 with 17 abstentions.

As a result of the tied vote, the Mayor used the casting vote to vote FOR Recommendation 2. There were therefore 18 votes for Recommendation and 17 abstentions and 0 votes against.

RESOLVED

That the Full Council approves

- a) the adoption of Fixed Cascade Approach for the allocation of Committee Chairs and Vice-Chairs, as detailed in the table below.

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Largest Opposition Group (number of seats held)	OSC	Audit	Governance	Planning	Licensing
3	VC	VC			
6	C	VC			
9	C	VC	VC	VC	
12	C	C	VC	VC	VC
15	C	C	VC	C	VC
18*	C	C	C	C	C

* *Non-Administration Party*

- b) That the Constitution be amended to reflect the adopted protocol regarding the allocation of Committee Chairs and Vice-Chairs.

8. Polling Arrangements May 2021 - (Recommendation 3)

The Full Council considered report [CEX/54](#) of the Chief Executive, which set out proposed changes to the polling arrangements for the May 2021 elections in light of the Coronavirus pandemic. It was proposed that the reduction in the number of polling places from 27 to 23 which help to mitigate a number of the problems that have arisen due to holding an election during the pandemic included a projected shortfall in experienced Senior Presiding Officers.

The item had been previously considered at the Governance Committee on 26 January 2021. Councillor Burrett moved the recommendation and in doing so explained that included in the Order Paper was a revised and updated temporary Polling Scheme for the Full Council's consideration. The Governance Committee requested that the Returning Officer's investigate the viability of accommodating Polling Places on, or near to, the three existing schools which were named as Polling Places. The Returning Officer's investigation concluded it was not possible and as such the table in the Order Paper listed the proposed polling places that temporarily removes the three existing schools as Polling Place and identifies their replacements.

The recommendation was seconded by Councillor Crow. Councillors Lunnon, Lamb, McCarthy and Lanzer also spoke on the report with many difference views being expressed on the recommendation including whether it was appropriate to reduce the number of polling places as it could lead to longer queuing with the likely stricter one in one out approach to voting taking place this year.

Following the conclusion of the debate, the Mayor invited the Democratic Services Manager to commence the voting process. Before the vote commenced, it was confirmed that none of the Labour or Conservative Members requested to vote as an individual, rather than through their respective Group block vote.

For the recommendation: Conservative block vote of 17 votes (17)

Against the recommendation: None (0)

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Abstentions: Labour block vote of 15 votes and Councillors Fiveash and Sudan. (17)

The Mayor declared the recommendation was carried – votes in favour 17, and votes against 0 with 17 abstentions.

RESOLVED

That the Full Council approves the temporary Polling Scheme set out in table below for the May 2021 elections

Polling District	Borough Ward	County Division	Proposed Polling Station	Electorate	Postal Voters	Polling Station Voters
LAA	Bewbush and North Broadfield	Bewbush and Ifield West	Bewbush Centre	6286	970	5316
LAB	Bewbush and North Broadfield	Broadfield	Broadfield Community Centre	991	149	842
LAC	Bewbush and North Broadfield	Southgate and Gossops Green	Bewbush Centre	45	5	40
LBA	Broadfield	Broadfield	Broadfield Community Centre	4671	794	3877
LBB	Broadfield	Broadfield	Broadfield Community Centre	2713	498	2215
LD	Furnace Green	Tilgate and Furnace Green	Furnace Green Community Centre	4531	1005	3526
LEA	Gossops Green and North-East Broadfield	Southgate and Gossops Green	Gossops Green Community Centre	3953	776	3177
LEB	Gossops Green and North-East Broadfield	Broadfield	Broadfield Community Centre	827	204	623
LFA	Ifield	Langley Green and Ifield East	Ifield Community Centre	3552	726	2826
LFB	Ifield	Langley Green and Ifield East	Ifield Community Centre	786	176	610
LFC	Ifield	Bewbush and Ifield West	Ifield West Community Centre	2257	379	1878
LFD	Ifield	Bewbush and Ifield West	Ifield West Community Centre	591	150	441
LGA	Langley Green and Tushmore	Langley Green and Ifield East	Langley Green Centre	5557	968	4589
LGB	Langley Green and Tushmore	Northgate and West Green	Northgate Community Centre	488	104	384
LHA	Maidenbower	Maidenbower and Worth	Maidenbower Community Centre	2895	592	2303
LHB	Maidenbower	Maidenbower and Worth	Maidenbower Community Centre	3911	781	3130
LIA	Northgate and West Green	Northgate and West Green	Northgate Community Centre	3497	564	2933
LIB	Northgate and West Green	Northgate and West Green	The Charis Centre	4148	792	3356
LJA	Pound Hill North and Forge Wood	Pound Hill	Milton Mount Community Centre	2894	612	2282
LJB	Pound Hill North and Forge Wood	Pound Hill	Wakehams Green	1717	254	1463

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			Community Centre			
LJC	Pound Hill North and Forge Wood	Pound Hill	Wakehams Green Community Centre	1862	337	1525
LKA	Pound Hill South and Worth	Three Bridges	Pound Hill Community Centre	2793	522	2271
LKB	Pound Hill South and Worth	Pound Hill	St Edward the Confessor Church Hall	1149	250	899
LKC	Pound Hill South and Worth	Maidenbower and Worth	St Edward the Confessor Church Hall	2334	615	1719
LLA	Southgate	Southgate and Gossops Green	St Mary's Church Hall	2964	667	2297
LLB	Southgate	Southgate and Gossops Green	Southgate West Community Centre	2918	748	2170
LLC	Southgate	Northgate and West Green	Southgate West Community Centre	624	178	446
LMA	Three Bridges	Three Bridges	Montefiore Institute	2781	588	2193
LMB	Three Bridges	Three Bridges	Three Bridges Community Centre	1757	407	1350
LMC	Three Bridges	Three Bridges	Holiday Inn Express	1282	220	1062
LMD	Three Bridges	Northgate and West Green	The Town Hall	376	65	311
LNA	Tilgate	Tilgate and Furnace Green	Tilgate Community Centre	2370	469	1901
LNB	Tilgate	Tilgate and Furnace Green	Holy Trinity Church Hall	2084	365	1719
				81604	15930	65674

9. Climate Change Scrutiny Panel Final Report- (Recommendation 4)

The Full Council considered report [OSC/292](#) of the Chair of the Climate Change Scrutiny Panel, Councillor Jaggard. In July 2019, Full Council declared a Climate Emergency with Councillors pledging to take local action to aim to reduce carbon emissions generated by Crawley Borough Council's workings and activities by at least 45% by 2030 and to zero by 2050. The motion to Full Council also asked the Overview and Scrutiny Commission (OSC) to convene a Scrutiny Panel to look into and make recommendations focusing upon the workings and activities of Crawley Borough Council relating to carbon emissions and to report to Council as soon as is practicable.

Councillor Lamb introduced the report to the Full Council and noted the climate emergency declared in 2019. The town was a large contributor to carbon emissions and there was an obligation to address this. The economy had been affected as a result of the Covid19 pandemic, and it would be important to look to green technologies to strengthen this in the future. There was a need to deliver changes for future generations.

The item had previously been considered at the Overview and Scrutiny Commission and Cabinet on 1 February 2021 and 3 February 2021 respectively. Councillor Lamb moved the recommendation, which was seconded by Councillor Jhans, who in doing so welcomed the report and noted that the call to action was clear. The Panel Chair and Panel members were thanked for a comprehensive report and for bringing together creative recommendations. It was acknowledged that the Panel had

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considered a broad range of topics and that the recommendations would be evaluated by the officers' advisory group to be incorporated into the climate change emergency action plan.

Councillor Jaggard then had the opportunity to speak as the Scrutiny Panel Chair, noting the huge public interest in the panel and the public engagement sessions that had taken place. The officers, Cabinet members and witnesses who attended were thanked for the detailed, informative and valuable sessions. The Panel had worked on a themed approach over a series of months, covering a baseline audit, transport, business/commercial, blue/green infrastructure and domestic/residential. There were difficult decisions to be made however it was a balancing act between convenience, cost and behaviour. There was unanimous agreement to reduce carbon emissions in 2019 and everyone needed to act. This report was the catalyst to do just that.

Councillors P Smith, McCarthy, Lanzer, B Burgess, Ayling and the Mayor also spoke on the report.

Following the conclusion of the debate, the Mayor invited the Democratic Services Manager to commence the voting process. Before the vote commenced, it was confirmed that none of the Labour or Conservative Members requested to vote as an individual, rather than through their respective Group block vote.

For the recommendation: Labour block vote of 15 votes, and Conservative block vote of 17 votes, Councillors Fiveash and Sudan. (34)

Against the recommendation: None (0)

Abstentions: (0)

The Mayor declared the recommendation was carried – votes in favour 34, and votes against 0, with 0 abstentions.

RESOLVED

That Full Council:

- a) endorses the Scrutiny Panel's findings and recommendations contained within report [OSC/292](#)
- b) requests that any necessary revisions to the Council's Constitution relating to paperless committee meetings be made.
- c) requests that 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.

10. 2021/2022 Budget and Council Tax - (Recommendation 5)

The Full Council considered report [FIN/514](#) of the Head of Corporate Finance, which set out the Budget and level of Council Tax for the year 2021/22. It was noted that the report detailed each of the Revenue, Capital and Housing Revenue Accounts that combine together to formulate 'The Budget'. The proposed Budget had been produced based on the principles set in the Budget Strategy which was approved by Full Council on 16 December 2020.

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The Council had a statutory responsibility to set a Council Tax and Budget in advance of the commencement of the new financial year, with the Council Tax having to be set by 11 March 2021. In proposing the level of Council Tax for the Financial Year 2021/22, each of those accounts identified had been considered. The proposed Council Tax for 2021/22 was to be increased by 2.37%.

The Leader of the Council Councillor Lamb presented and moved the Budget commented that the global pandemic had a significant impact on the Council's finance. This budget included the first substantial cuts that the Council has had to make to services for a number of years. The Council's three main sources of income, have all been hit hard over the past year with income from retained business rates reduced as business struggle, Council Tax income reduced as unemployment increases and Council's services that generated income (fees and charges and rent) were not able to bring in the revenue that they previously had. Crawley's economy has had been hit harder than any other across the country.

This year's budget for the first time was a collective approach by the Labour and Conservative Parties respectively, working together for the best interest of our residents during this difficult time. We've considered all the options and alternative and then we went out to the public to hear their views and received the largest ever response to a Council consultation. Two third of the savings proposed were from back office functions and the remaining were based on the priorities set by residents in feedback from the consultation.

However, the Council will be investing in further Council housing as it funded differently and investing £77 million (which can't be used on revenue schemes) in capital improvements including the Town's infrastructure projects.

The Leader of the Opposition, Councillor Crow then seconded the recommendations and spoken on the report. He commented that it was unusual for the opposition Leader to second the Administration's budget report, but this is probably the single most important thing I do at this Council in this exceptional year. Covid-19 has been devastating on so many levels across the country, with thousands of death and impact on the economy and local services, but Crawley has been hit hard with job losses and highest furloughing due to the impact on Gatwick airport and this has impacted on us as a Council.

When in July 2020 the Council unexpectedly went into no overall control, the two main politically Groups acted like adults and agreed to work together to put Crawley and our residents first. That is exactly what we have done throughout the year especially with this budget. Members have been engaged throughout the process and we undertook a public consultation to ensure we were making the right decisions for our residents, whilst ensuring we remain on a sound financial footing.

The item had been previously considered at the Overview and Scrutiny Commission and Cabinet on 1 February 2021 and Cabinet on 3 February 2021. Councillor Lamb moved the recommendation which was seconded by Councillor Crow.

Councillors Lunnon, Lanzer, Purdy, P. Smith and Sudan also spoke during the Budget debate.

At the conclusion of the discussion, Councillors expressed their thanks and appreciation for the work carried out by Karen Hayes (Head of Corporate Finance), and her finance division during such a difficult and challenging year.

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The Full Council was reminded that regulations required all Councils at their annual budget meetings to adopt the practice of recorded votes - that is, recording in the minutes of the meeting how each member present voted on any decision relating to the Annual Budget and Council Tax. This applied not only to substantive budget motions to agree the Budget and setting Council Taxes, including precepts, but also on any amendments should they be proposed.

Following the conclusion of the debate, the Mayor invited the Democratic Services Manager to commence the recorded voting process on the 2020/21 Budget and Council Tax.

The names of the Councillors voting for and against Recommendation 5 were recorded as set out below:

For the recommendation: Councillors Ascough, Ayling, A Belben, T Belben, B Burgess, R Burgess, Burrett, Crow, Eade, Fiveash, Flack, Guidera, Hart, Irvine, Jaggard, Jhans, Jones, Lamb, Lanzer, Lunnon, McAleney, McCarthy, Malik, Millar-Smith, Mullins, Mwangale, Peck, Pendlington, Pickett, Purdy, Rana, B Smith, and P Smith

Against the recommendation: Councillors Fiveash and Sudan (2)

Abstentions: (0)

The Mayor declared the recommendation was carried – votes in favour 32, and votes against 2 with 0 abstentions.

RESOLVED

That the Full Council approves

- a) the proposed 2021/22 General Fund Budget including savings and growth as set out in paragraph 6.4 of the report [FIN/514](#),
- b) the proposed 2021/22 Housing Revenue Account Budget as set out in section 10 and Appendix 3 of the report [FIN/514](#),
- c) to ringfence £435,000 of useable capital receipts for investment in the Town Centre as a result of using Government funding on the Heat Network to avoid having to repay the grant,
- d) to increase the capital budget for 2021/22 for temporary accommodation acquisition by £826,300 to be funded from the earmarked homelessness acquisition reserve,
- e) the 2020/21 and future years Capital Programme and funding as set out in paragraph 11.6 of the report [FIN/514](#),
- f) that the Council's share of Council Tax for 2021/22 be increased by 2.37% (£4.95) from £208.89 to £213.84 for a band D property as set out in paragraph 13.3 of the report [FIN/514](#),
- g) the Pay Policy Statement for 2021/2022 as outlined in paragraph 16.3 and Appendix 6 of the report [FIN/514](#),

- h) the CBC Pricing Strategy as outlined in Appendix 7 of the report [FIN/514](#).

11. Treasury Management Strategy 2021-2022 - (Recommendation 6)

The Full Council 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. The strategy itself sets out how the Council would be investing its money across the course of the year.

The item had been previously considered at the Overview and Scrutiny Commission and Cabinet on 1 February 2021 and Cabinet on 3 February 2021 Councillor Lamb moved the recommendation which was seconded by Councillor P Smith.

Councillors Crow in support of the report and its recommendations.

Following the conclusion of the debate, the Mayor invited the Democratic Services Manager to commence the voting process. Before the vote commenced, it was confirmed that none of the Labour or Conservative Members requested to vote as an individual, rather than through their respective Group block vote.

For the recommendation: Labour block vote of 15 votes, Conservative block vote of 17 votes, and Councillors Fiveash and Sudan. (34)

Against the recommendation: None (0)

Abstentions: (0)

The Mayor declared the recommendation was carried – votes in favour 34, and votes against 0 with 0 abstentions.

RESOLVED

That the Full Council approves the following items:

- a) the Treasury Prudential Indicators and the Minimum Revenue Provision (MRP) Statement contained within Section 5 of report [FIN/517](#);
- b) the Treasury Management Strategy contained within Section 6 of report [FIN/517](#);
- c) the Investment Strategy contained within Section 7 of report [FIN/517](#)

12. Duration of the Meeting (Guillotine)

As the business had not been completed within the scheduled 2 hours 30 minutes a vote on continuation, and in line with Council Procedure Rule 2.2, was held. The Mayor required the Full Council to consider if it wished to continue with the meeting.

Having put it to the vote, the Full Council agreed that the meeting be continued for an additional period not exceeding 30 minutes.

13. The Hawth Theatre - Contract Extension [PART B] - (Recommendation 7)

The Cabinet received report HPS/24 of the Head of Major Projects and Commercial Services. The report sought an extension to the contract for a further four years along with a repayable grant to Parkwood Leisure.

The item had been previously considered at the Cabinet on 3 February 2021. Councillor Lamb moved the recommendation which was seconded by Councillor Mullins.

Following the conclusion of the debate, the Mayor invited the Democratic Services Manager to commence the voting process. Before the vote commenced, it was confirmed that none of the Labour or Conservative Members requested to vote as an individual, rather than through their respective Group block vote.

For the recommendation: Labour block vote of 15 votes, Conservative block vote of 17 votes, and Councillors Fiveash and Sudan. (34)

Against the recommendation: None (0)

Abstentions: (0)

The Mayor declared the recommendation was carried – votes in favour 34, and votes against 0 with 0 abstentions.

RESOLVED

That the Full Council approves

- a) the allocation of a repayable Capital Grant of £400,000 to Parkwood Leisure to provide support towards costs incurred during the Covid-19 pandemic as a result of distancing measures imposed upon theatres, and
- b) that the repayment of the Capital Grant occurs over the four year contract extension period.

14. Notice of Precept 2021/2022 (Recommendation 8)

Councillor Lamb presented the report that set out the Notice of Precept from the Police and Crime Commissioner for Sussex and West Sussex County Council, which combined with the previously agreed Crawley Borough Council precept to formulate the 2021/22 Council Tax Resolution for 2021/22.

Moved by Councillor Lamb, seconded by Councillor Crow.

Following approval of the Council's Budget and Council Tax 2021/22 in Recommendation 5, and in accordance with the Local Authorities (Standing Orders) (England) (Amendment) Regulations 2014, the names of the Councillors voting for and against Recommendation 8 were recorded as set out below:-

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For the recommendation:

Voting in Favour: Councillors: Ascough, Ayling, A Belben, T Belben, B Burgess, R Burgess, Burrett, Crow, Eade, Flack, Guidera, Hart, Irvine, Jaggard, Jhans, Jones, Lamb, Lanzer, Lunnon, Malik, McAleney, McCarthy, Millar-Smith, Mullins, Mwagale, Peck, Pendlington, Pickett Purdy, Rana, B Smith and P Smith. (32)

Against the recommendation: Councillors Fiveash and Sudan. (2)

Abstentions: (0)

The Mayor declared the recommendation was carried – votes in favour 32, and votes against 2 with 0 abstentions.

RESOLVED

1. That it be noted that on 20 January 2021 the Leader of the Council under delegated powers calculated the Council Tax Base 2021/22 for the whole Council area as **34,961.9** [Item T in the formula in Section 31B of the Local Government Finance Act 1992, as amended (the "Act")]; and
2. That the Council Tax requirement for the Council's own purposes for 2021/22 is calculated at £7,476,253.
3. That the following amounts be calculated for the year 2021/22 in accordance with Sections 31 to 36 of the Act:

(a)	£116,146,244	being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(2) of the Act taking into account all precepts issued to it by Parish Councils.
(b)	£108,669,991	being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(3) of the Act.
(c)	£7,476,253	being the amount by which the aggregate at 3(a) above exceeds the aggregate at 3(b) above, calculated by the Council in accordance with Section 31A(4) of the Act as its Council Tax requirement for the year. (Item R in the formula in Section 31B of the Act).
(d)	£213.84	being the amount at 3(c) above (Item R), all divided by Item T (1(a) above), calculated by the Council, in accordance with Section 31B of the Act, as the basic amount of its Council Tax for the year (including Parish precepts).
(e)	£0	being the aggregate amount of all special items (Parish precepts) referred to in Section 34(1) of the Act.

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(f)	£213.84	being the amount at 3(d) above less the result given by dividing the amount at 3(e) above by Item T (1(a) above), calculated by the Council, in accordance with Section 34(2) of the Act, as the basic amount of its Council Tax for the year for dwellings in those parts of its area to which no Parish precept relates.
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- That it be noted that the County Council and the Police and Crime Commissioner for Sussex have issued precepts to the Council in accordance with Section 40 of the Local Government Finance Act 1992 for each category of dwellings in the Council's area as indicated in the table below.
- That the Council, in accordance with Sections 30 and 36 of the Local Government Finance Act 1992, hereby sets the aggregate amounts shown in the table below as the amounts of Council Tax for 2021/22 for each part of its area and for each of the categories of dwellings.

COUNCIL TAX SCHEDULE 2021/22

	CRAWLEY BOROUGH COUNCIL	WEST SUSSEX COUNTY COUNCIL	POLICE AND CRIME COMMISSIONER FOR SUSSEX	TOTAL
BAND A	142.56	1,007.04	143.27	1,292.87
BAND B	166.32	1,174.88	167.15	1,508.35
BAND C	190.08	1,342.72	191.03	1,723.83
BAND D	213.84	1,510.56	214.91	1,939.31
BAND E	261.36	1,846.24	262.67	2,370.27
BAND F	308.88	2,181.92	310.43	2,801.23
BAND G	356.40	2,517.60	358.18	3,232.18
BAND H	427.68	3,021.12	429.82	3,878.62

- That it be determined in accordance with Section 52ZB Local Government Finance Act 1992 that the Council's basic amount of Council Tax for 2021/22 is NOT excessive in accordance with principles approved by the Secretary of State under Section 52ZC of the Act.

15. Appointment of the Council's Monitoring Officer (Recommendation 9)

The Full Council considered report CEX/55 of the Chief Executive which detailed the recommendation for the new Head of Legal, Governance and HR and also the Council's Monitoring Officer from the Employment Panel held on 15 February 2021.

It was noted that the Council has a statutory duty to appoint a Monitoring Officer, under Section 5 of the Local Government and Housing Act 1989 as one of its designated Officers. Also that the Council's Monitoring Officer must not also be the Council's Chief Finance Officer (Section 151 Officer) or the Chief Executive/Head of Paid Service.

Councillor Lamb moved the recommendation which was seconded by Councillor Crow.

Councillor Pickett also spoke on the item.

Following the conclusion of the debate, the Mayor invited the Democratic Services Manager to commence the voting process. Before the vote commenced, it was confirmed that none of the Labour or Conservative Members requested to vote as an individual, rather than through their respective Group block vote.

For the recommendation: Labour block vote of 15 votes, Conservative block vote of 17 votes, and Councillors Fiveash and Sudan. (34)

Against the recommendation: None (0)

Abstentions: (0)

The Mayor declared the recommendation was carried – votes in favour 34, and votes against 0 with 0 abstentions.

RESOLVED

That the Full Council

- a) appoints Siraj Choudhury as the Council's Monitoring Officer and Head of Legal, Governance and HR with effect from 29 March 2021.
- b) approves that the Council's Monitoring Officer amend the Council's Constitution and the relevant Sub-Delegation Schemes to take into account the above appointment.
- c) notes that, with effect from 29 March 2021, the current Interim Monitoring Officer (Chris Pedlow) will revert to the role of Deputy Monitoring Officer.

16. Notification of Decision Protected from Call-In - (Recommendation 10)

The Mayor introduced the item which was the notification to the Full Council that the Chief Executive on 18 November 2020, used her protection from Call-in authority in relation to a decision taken by the Leader of the Council in respect of Additional Restrictions Discretionary Business Grant - Revised Scheme and Guidelines. In line

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with Council's Constitution use of her protection from Call-in must be reported to Full Council.

Councillor Lamb spoke on item and provided the Council with some background on the decision he had taken, which had been protected from Call-in, regarding the Additional Restrictions Discretionary Business Grant - Revised Scheme and Guidelines and that it enabled an additional funding of £2,248,180 being made available in grants to support Crawley local businesses.

The Mayor moved the recommendation which was seconded by the Deputy Mayor.

RESOLVED

That the Full Council notes use of the protection from Call-In by the Chief Executive.

17. Councillors' Question Time

Name of Councillor asking Question	Name of Cabinet Member Responding
<p>Councillor Sudan to the Leader of the Council</p> <p>I thank the Leader for his response to my question. I do recall that the reason for joining the Greater Brighton Economic Board was so that we could have our feet on the lobbying soapbox. The cost to the public of us joining has been £55,000. In the light of the Leader's reply please can he explain the comments he made to the Greater Brighton Economic Board in July in which he said that (and I quote) Crawley Borough Council is not receiving any economic benefits through membership of the board. My question was asking about material benefit that had come to Crawley as a direct result of membership of the board. I'm not asking about benefits that would have resulted of the lobbying or whether Crawley was involved, nor am I asking about benefits that have nothing to do with lobbying by CBC or anyone else. In other word,s I wanted to know, how would we be worse off if we withdrew?</p>	<p>Councillor Lamb, Leader of the Council</p> <p>I set out at the time of our joining the case for why I thought it would make sense for us to join, based around that lobbying. If you wish to say what are the benefits, other than all the things that have already been listed, then the answer is going to be nothing as they've already been listed and discounted. In practice, my argument for the Greater Brighton Economic Board in that instance was more about policies moving forward. The biggest concern at the time (although diminished due to the pandemic) was the fact we had 20 years to get Brighton mainline improvements through before we were going to run out of capacity of the railway line ie the train leaving Brighton is full, prior to it reaching Three Bridges. That is one example that would be catastrophic for the economy. Being part of a larger economic entity is that it can argue the case for that investment which makes significant amounts of sense and looking forward to the future of the town which needs to look after its residents.</p>
<p>Councillor Crow to the Leader of the Council</p> <p>Just over 48 hours ago we heard from the Prime Minister about his roadmap for re-opening Britain. I appreciate it only</p>	<p>Councillor Lamb, Leader of the Council</p> <p>I welcome the more cautious approach the Prime Minister now appears to be taking. We need to bear in mind that Crawley's numbers are still in</p>

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<p>happened a couple of days ago, but does he have any indication of the impact on council services and when we are likely to be opening up, thinking in particular of leisure facilities, tennis, MUGA and the town hall. I am keen to see no unnecessary delay which is later than the government's guidance, particularly as opening up in line with the guidance would assist in generating some income again.</p> <p>When plans are devised and drawn up please can members be informed as soon as possible.</p>	<p>proportionately higher in terms of infection rates than other areas and higher than the national level. If they do not decrease we may need to have restrictions for longer. I am hopeful that with vaccinations the numbers and levels will drop quickly, and we will be able to open but at the moment I am not planning one way or another. But I do welcome a cautious approach.</p>
<p>Councillor Brenda Burgess to the Cabinet Member for Planning and Economic Development</p> <p>How are the Station Gateway, Eastern Gateway and redevelopment of Three Bridges Station progressing please?</p>	<p>Councillor P Smith, Cabinet Member for Planning and Economic Development</p> <p>It is going to be hard to provide short answers to those projects. But Station Gateway reserved matters application is potentially heading to Planning Committee on 6 April. On Three Bridges station, there is a review of the scheme costs and also, we are having to look at the air quality management information due to the revised AQMA. In terms of Eastern Gateway, this is being led by WSCC and which has had a couple of issues such as Covid costs and original estimates but they are working with the supplier. You will have seen the notice about the demolition of the county buildings and work is due to start in the summer.</p>
<p>Councillor Purdy to the Leader of the Council</p> <p>Whilst we've seen the new town hall going up in 2020, there have been delays and construction increases in other areas of the country due to the pandemic. The new building will include 5.5 floors of grade A commercial space which the council is relying upon for future income. Given the previous discussions on budget challenges and income can the Leader give an update on when the building will be ready for occupation on the date?</p> <p>Are there any cost increases associated with Covid?</p>	<p>Councillor Lamb, Leader of the Council</p> <p>We are running ahead of schedule. It helps everyone working from home as it assists coordinating on site. We are looking at early 2022 to be relocated into the new building. The Chief Financial Officer is very diligent and takes a cautious approach and therefore the model of estimated rents coming in is pessimistic so it is hoped we will exceed that.</p> <p>I'm not aware of any associated with Covid. There are some associated with</p>

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	the DHN which is work that had to be done.
<p>Councillor Bob Burgess to the Cabinet Member for Public Protection and Community Engagement</p> <p>Thanks to all those involved in change to the way grants are awarded. A large piece of work in a short amount of time. Going forward how confident are you that this new way of working will be successful?</p> <p>I fully agree that those that need it should be getting it. There are those that have been receiving it that may longer require the funding, but there are those that do need our support and they should continue to receive help where possible.</p>	<p>Councillor B Smith, Cabinet Member for Public Protection and Community Engagement</p> <p>I don't think we'd have introduced the new system if we weren't hopeful of it being successful. It was discussed at great length and officers have put a lot of work into the scheme. The processes will help to support those organisations that we desperately need to support and assist others in need to find alternative sources of funding. And in the end provide a better service.</p> <p>Some of the awards we have been making have been historical and the groups are now sustainable. The funding can be used in a different way, which is substantial – twice the amount of the county council – and I would hope we would be able to continue to support organisations that need it.</p>
<p>Councillor Mwangale to the Cabinet Member for Housing</p> <p>Some residents in Tilgate were panicked at the prospect of a development being squeezed into a small piece of land in Shackleton Road next to the community centre. Having successfully fought the council from building on Ely Close, what is the plan for scrutinising this please?</p>	<p>Councillor Irvine, Cabinet Member for Housing</p> <p>I am sorry to hear the people of Tilgate are alarmed. There are plans afoot, nothing further. However, consultation with ward members and the public will be instigated when necessary.</p>

18. Procedural Motion to Continue the meeting.

The Mayor informed the Full Council that the meeting had now passed 11.00pm and, in line with Full Council Procedure Rule (FCPR) 8.4, the use of the Guillotine process would come into effect.

In response, Councillor Burrett moved a Procedural Motion in relation to FCPR 11.1 (q) *To suspend a particular Full Council Procedure Rule, namely the execution of the Guillotine process (Section 8.4), thus allowing the meeting to continue beyond 11.00pm until such time as all items on the Agenda had been debated.* The motion was seconded by Councillor McCarthy.

Clarification was provided to the Full Council on what the moved Procedural Motion meant in practical terms, and the Mayor then invited the Democratic Services Manager to commence the voting process. Before the vote commenced, it was confirmed that a number of Councillors from both the Labour and Conservative Group

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would be voting as individuals, rather than through their respective Group's block vote.

For the recommendation: Labour block vote of 11 votes, and Conservative block vote of 15 votes. (26)

Against the recommendation: Councillors B Burgess, R Burgess, Hart, Irvine, Fiveash, Pickett, B Smith and Sudan (8)

Abstentions: (0)

The Mayor declared the Procedural Motion was carried – votes in favour 26, and votes against 8 with 0 abstentions.

RESOLVED

That the Full Council approves the Full Council Procedure Rules (FCPR) procedural motion in relation to 11.1 (q) *To suspend a particular Full Council Procedure Rule, namely the execution of the Guillotine process (Section 8.4 of the FCPR)*, and thus allowing the meeting to continue beyond 11.00pm until such time all items on the Agenda had been debated.

19. Receiving the Minutes of the Cabinet, Overview and Scrutiny Commission and Other Committees including Items for Debate

Moved by Councillor Malik (as the Deputy Mayor):-

RESOLVED

That the following reports be received:
Planning Committee – 7 December 2020
Planning Committee – 12 January 2021
Governance Committee – 26 January 2021
Cabinet – 3 February 2021
Planning Committee – 8 February 2021

The following items which were not Full Council Recommendations were selected as Items for Debate:

Agenda Page no.	Committee/ Minute no.	Item
p80	Cabinet 3 February 2021 (Minute 6) Karen Sudan	Petition – “Save Crawley's Adventure Playgrounds”
p.85	Cabinet 3 February 2021 (Minute 8)	Proposed Article 4 Directions - Planning Change of Use from C3

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Agenda Page no.	Committee/ Minute no.	Item
	Conservative Group	(dwelling houses) to C4 (houses in multiple occupation)
p.99	Planning Committee 8 February 2021 (Minute 4) Conservative Group	Planning Application CR/2018/0172/FUL - Gatwick School, 23 Gatwick Road, Northgate, Crawley

20. Item for Debate - Petition - "Save Crawley's Adventure Playgrounds" - Cabinet, 3 February 2021 (Minute 6)

Councillor Sudan explained the rationale for bringing forward this item for debate. It was felt the item had not had the full debate it deserved, although there had been a strong justification for the decision that had been made. The decision to close the adventure playgrounds was made at a Cabinet meeting at the same meeting that the budget was agreed. The public were clearly not happy with the decision and it was noted that there was a clear case for unsupervised play. There have been discussions around the vulnerable and the adventure playgrounds provide more than a place for fun and learning: they provide a safety net for children. It was felt that alternatives should have been considered, especially in the more deprived areas.

Councillor Lamb spoke on this item adding that it was not an easy decision to make. The options were part of the public consultation and this had not been their biggest concern for making savings. It was important to debate issues but there had been sessions for all councillors to attend to discuss the budget challenges. In addition, the reporting process had gone through the Overview and Scrutiny Commission and Cabinet, which every councillor was entitled to attend and speak. Alternatives had been considered but the council was legally required to set a budget.

Councillor Mullins responded that as Cabinet Member he empathised with the public but acknowledged that the adventure playgrounds were now old and whilst some had been refurbished, others would require significant investment. The footfall of sites has decreased dramatically. The proposed new way of operating would be more effective and meet the demands of the community.

21. Item for Debate - Proposed Article 4 Directions - Planning Change of Use from C3 (dwelling houses) to C4 (houses in multiple occupation) - Cabinet, 3 February 2021 (Minute 8)

Councillor Crow explained the rationale for bringing forward this item for debate. This proposal was welcomed and he had received positive feedback from local residents. It assisted in the controlling of HMOs and provided a balance.

Councillor McCarthy also spoke on this item.

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Councillor P Smith responded on this item stating that there was a balancing act with Article 4 Directions and the positioning of HMOs was monitored and would assist with any displacement.

22. Item for Debate - Planning Application CR/2018/0172/FUL - Gatwick School, 23 Gatwick Road, Northgate, Crawley - Planning Committee, 8 February 2021 (Minute 4)

Councillor Crow explained the rationale for bringing forward this item for debate. He welcomed the permanent planning permission of the Gatwick School. It achieved a good rating in its first Ofsted rating and it was proving to be a popular school. It means the school were able to increase and improve its facilities. The permanent permission was good for school and also the town as well.

Councillors Burrett, P Smith and Irvine also spoke on this item.

Councillor Purdy responded on this item. It was acknowledged the work of the Planning Team in providing advice during the application process in order to welcome the permanent permission.

Closure of Meeting

With the business of the Full Council concluded, the Chair declared the meeting closed at 11.26 pm

F Guidera (Mayor)

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Disclosures of Interest Received

Councillor	Item and Minute	Meeting	Type and Nature of Disclosure
Councillor Irvine	CR/2020/0575/NCC - Hilton, Hilton (South Terminal), London Gatwick Airport, Westway, Pound Hill, Crawley (Minute 4)	Planning Committee 12 January 2021	Personal Interest – Member of Crawley Cycling and Walking Forum
Councillor Purdy	CR/2020/0575/NCC - Hilton, Hilton (South Terminal), London Gatwick Airport, Westway, Pound Hill, Crawley (Minute 4)	Planning Committee 12 January 2021	Personal Interest – Employed by a party who was invited to respond to the consultation (this particular party did not respond)
Councillor P Smith	CR/2020/0575/NCC - Hilton, Hilton (South Terminal), London Gatwick Airport, Westway, Pound Hill, Crawley (Minute 4)	Planning Committee 12 January 2021	Personal Interest – Member of Crawley Cycling and Walking Forum
Councillor Irvine	CR/2020/0589/OUT - Car Park, Station Way, Northgate, Crawley (Minute 5)	Planning Committee 12 January 2021	Personal Interest – Member of Crawley Cycling and Walking Forum
Councillor P Smith	CR/2020/0589/OUT - Car Park, Station Way, Northgate, Crawley (Minute 5)	Planning Committee 12 January 2021	Personal Interest – Member of Crawley Cycling and Walking Forum
Councillor Irvine	CR/2020/0592/FUL - Northside, Balcombe Road, Pound Hill, Crawley (Minute 6)	Planning Committee 12 January 2021	Personal Interest – Member of Crawley Cycling and Walking Forum
Councillor P Smith	CR/2020/0592/FUL - Northside, Balcombe Road, Pound Hill, Crawley (Minute 6)	Planning Committee 12 January 2021	Personal Interest – Member of Crawley Cycling and Walking Forum
Councillor Crow	Agenda item 6 Allocation of Committee Chairs and Vice-Chairs (Minute 5)	Governance Committee 26 January 2021	Personal Interest – Member of WSCC
Councillor R A Lanzer	Climate Change Scrutiny Panel Final Report (Minute 5)	Overview and Scrutiny Commission 1 February 2021	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)	Overview and Scrutiny Commission 1 February 2021	Personal Interest – Lives near vicinity of Burwash Road, Furnace Green
Councillor R A Lanzer	2021/2022 Budget and Council Tax (Minute 7)	Overview and Scrutiny Commission 1 February 2021	Personal Interest – Member of WSCC
Councillor R D Burrett	Health and Adult Social Care	Overview and Scrutiny Commission 1 February 2021	Personal Interest – Member of WSCC

Agenda Item 3 Appendix a

	Scrutiny Committee (HASC) (Minute 11)		
Councillor Sudan	Petition – “Save Crawley’s Adventure Playgrounds” (Minute 6)	Cabinet 3 February 2021	Personal Interest
Councillor B Burgess	2021/2022 Budget and Council Tax (Minute 9)	Cabinet 3 February 2021	Personal Interest – Member of WSCC
Councillor D Crow	2021/2022 Budget and Council Tax (Minute 9)	Cabinet 3 February 2021	Personal Interest – Member of WSCC
Councillor Sudan	2021/2022 Budget and Council Tax (Minute 9)	Cabinet 3 February 2021	Personal Interest – Member of WSCC
Councillor P Smith	Planning application CR/2018/0172/FUL – Gatwick School, 23 Gatwick Road, Northgate, Crawley (Minute 4)	Planning Committee 8 February 2021	Personal Interest – a Local Authority Director of the Manor Royal Business Improvement District
Councillor P Smith	Planning application CR/2018/0172/FUL – Gatwick School, 23 Gatwick Road, Northgate, Crawley (Minute 4)	Planning Committee 8 February 2021	Personal Interest – a member of Crawley Cycle and Walking Forum, a consultee on the application
Councillor Irvine	Planning application CR/2020/0037/FUL – Land Parcel Russell Way (Former TSB Site), Three Bridges, Crawley (Minute 5)	Planning Committee 8 February 2021	Personal Interest – a member of Crawley Cycle and Walking Forum, a consultee on the application
Councillor Purdy	Planning application CR/2020/0037/FUL – Land Parcel Russell Way (Former TSB Site), Three Bridges, Crawley (Minute 5)	Planning Committee 8 February 2021	Personal Interest – employed by UK Power Networks (a consultee on the application that did not provide a response)
Councillor P Smith	Planning application CR/2020/0037/FUL – Land Parcel Russell Way (Former TSB Site), Three Bridges, Crawley (Minute 5)	Planning Committee 8 February 2021	Personal Interest – a member of Crawley Cycle and Walking Forum, a consultee on the application
Councillor Irvine	Planning application CR/2020/0192/RG3 – Breezehurst Playing Fields, off Breezehurst Drive, Bewbush, Crawley (Minute 6)	Planning Committee 8 February 2021	Personal Interest – a member of Crawley Cycle and Walking Forum, a consultee on the application
Councillor Irvine	Planning application CR/2020/0192/RG3 – Breezehurst Playing Fields, off Breezehurst Drive, Bewbush, Crawley (Minute 6)	Planning Committee 8 February 2021	Personal Interest – Cabinet member for Housing
Councillor Irvine	Planning application CR/2020/0192/RG3 –	Planning Committee 8 February 2021	Personal Interest – a member of the High

Agenda Item 3 Appendix a

	Breezehurst Playing Fields, off Breezehurst Drive, Bewbush, Crawley (Minute 6)		Weald Area of Natural Beauty Joint Advisory Committee, a consultee on the application
Councillor Purdy	Planning application CR/2020/0192/RG3 – Breezehurst Playing Fields, off Breezehurst Drive, Bewbush, Crawley (Minute 6)	Planning Committee 8 February 2021	Personal Interest – employed by UK Power Networks (a consultee on the application that did not provide a response)
Councillor P Smith	Planning application CR/2020/0192/RG3 – Breezehurst Playing Fields, off Breezehurst Drive, Bewbush, Crawley (Minute 6)	Planning Committee 8 February 2021	Personal Interest – a member of Crawley Cycle and Walking Forum, a consultee on the application
All West Sussex County Councillors attending this meeting of the Full Council	Notice of Precept 2021/22 (Recommendation 9)	Full Council 24 February 2021	Personal Interest - Member of WSCC
All Officers attending this meeting of the Full Council	2021/2022 Budget and Council Tax (Recommendation 5)	Full Council 24 February 2021	Personal Interest, as Officers of the Council in relation to the Pay Policy Statement

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Agenda Item 6

The list of minutes of the meetings of the Cabinet, Overview and Scrutiny Commission and Committees are set out in the following:

Appendix

- 6 a) Licensing Committee – 2 March 2021 (*page 39*)
- 6 b) Audit Committee – 3 March 2021 (*page 45*)
- 6 c) Overview and Scrutiny Commission – 8 March 2021 (*page 51*)
- 6 d) Planning Committee – 9 March 2021 (*page 59*)
- 6 e) Cabinet – 10 March 2021 (*page 63*)
- 6 f) Governance Committee – 15 March 2021 (*to follow*)

Recommendation 1 – Future Format of Council Meetings – (to follow)

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Crawley Borough Council

Minutes of Licensing Committee

Tuesday, 2 March 2021 at 7.00 pm

Councillors Present:

M G Jones (Chair)

B J Burgess (Vice-Chair)

M L Ayling, D Crow, J Hart, K L Jaggard, G S Jhans, K McCarthy, J Millar-Smith, C J Mullins,
D M Peck and B A Smith

Also in Attendance:

Councillor R D Burrett

Officers Present:

Mez Matthews

Kareen Plympton

Jess Tamplin

Astrid Williams

Kate Wilson

Democratic Services Officer

Health, Safety and Licensing Team Leader

Democratic Services Support Officer

Senior Lawyer (Solicitor)

Head of Community Services

Apologies for Absence:

Councillor F Guidera

1. Disclosures of Interest

No disclosures of interests were made.

2. Minutes

The minutes of the meeting of the Licensing Committee held on 9 November 2020 were approved as a correct record and signed by the Chair.

3. Public Question Time

There were no questions submitted by members of the public.

4. Proposed Fees and Charges for 2021/22

The Team Leader for Health, Safety and Licensing (Licensing Team Leader) presented report [HCS/28](#) of the Head of Community Services. The report and appendices C, D, E and F set out the proposed fees and charges for various services under the licensing regime for the financial year 2021/22, of which there was proposed to be an increase in line with the corporate rate of inflation (2%).

It was heard that 40 representations had been received from licensed drivers in objection to the proposed increase to taxi licence fees as set out in appendix C, and were appended to the report as appendix B. A representation had also been received from Mr John Ellington, Secretary of the Crawley Hackney Carriage Association, which was read to the Committee.

The Committee then considered the report. It was recognised that, although licensed drivers remained able to work throughout Government restrictions implemented since March 2020, availability of work was likely to have reduced. Sympathy was expressed for all those throughout the licensing regime that had lost their source of income during 2020/21.

Upon receipt of a question regarding the licensing service's financial position, the Licensing Team Leader confirmed that the service aimed to be self-financing, but had been operating at a loss for several years. This was in part due to investment in the service, such as improvements to IT systems, the costs of which were originally expected to be recovered. However unexpected financial pressures caused by the effects of the Coronavirus pandemic (e.g. loss of income due a lack of new licensed driver applicants; being unable to offer the Knowledge Test or the Disability Awareness Test; and a number of drivers choosing not to renew licenses) had compounded the shortfall. Steeper increases in fees would likely be required to cover the service's costs in the future to mitigate the shortfall if no increase was to be made for 2021/22. The Legal Officer clarified that there was no legal principle which required licensing regimes to be self-financing through fees. The Committee also acknowledged the legal requirement that licensing fees should not be used to raise surplus revenue.

The Licensing Team Leader gave details of the grants available for self-employed people, including licensed drivers, which consisted of £250, £400, and £250 maximum payments in turn (the third of which was approved on 2 March 2021). It was confirmed that licensed drivers had been sent information about the grants in various ways, including via their operators, and that these had also been publicised on the Council's website. Licensed drivers were encouraged to apply for the grants available to them to assist with losses or costs incurred.

The Committee sought clarification regarding the actual amounts by which fees would increase if the 2% rise was agreed. The Licensing Team Leader gave an example of a common payment, the hackney carriage licence renewal, at a cost of £330.10 (plus £80 for the Unmet Demand Survey and the use of Crawley railway station). It was heard that the proposed 2% rise would cause the fee to become £336.70 (plus £40 for the use of Crawley railway station – the Unmet Demand Survey fee was not going to be collected this year as sufficient funds were in hand to for this). Licensed drivers would therefore see a £6.60 increase in the renewal fee, but overall, a decrease of £33.40 in real terms this year due to the Unmet Demand Survey fee not being charged.

The Legal Officer clarified that there was a legal requirement to set a date for the implementation of taxi licence fees. It was confirmed that if the Committee's decision was to vary the fees, the variation would take effect from 1 April 2021 and the Chair proposed that, for clarity, this date be added to the recommendation. It was agreed by the Committee that this would form the substantive recommendation.

Recorded votes were then taken on the recommendations in accordance with the Council's Virtual Committee Procedure Rules. Having considered procedural suggestions by the Committee, the Chair proposed that recommendations 2.1 a), b), c), and d) be voted upon separately, via four recorded votes. The names of the

Councillors voting for and against the recommendations, along with any abstentions, were recorded as follows:

Recommendation 2.1 (a) Taxi licence fees, as set out in appendix C to the agenda:

For the recommendation:

Councillors B J Burgess, Crow, Hart, Jaggard, Jhans, McCarthy, Millar-Smith, and Peck (8).

Against the recommendation:

Councillors Ayling and Mullins (2).

Abstentions:

Councillors Jones and B Smith (2).

Recommendation 2.1 (b) Street trading and sex establishment licence fees, as set out in appendix D to the agenda:

For the recommendation:

Councillors Ayling, B J Burgess, Crow, Hart, Jaggard, Jhans, Jones, McCarthy, Millar-Smith, Mullins, Peck, and B Smith (12).

Against the recommendation:

None.

Abstentions:

None.

Recommendation 2.1 (c) All Gambling Act 2005 fees, as set out in appendix E to the agenda:

For the recommendation:

Councillors Ayling, B J Burgess, Crow, Hart, Jaggard, Jhans, Jones, McCarthy, Millar-Smith, Mullins, Peck, and B Smith (12).

Against the recommendation:

None.

Abstentions:

None.

Recommendation 2.1 (d) Animal activity licence fees and acupuncture, tattooing and piercing licence fees as set out in appendix F to the agenda:

For the recommendation:

Councillors Ayling, B J Burgess, Crow, Hart, Jaggard, Jhans, Jones, McCarthy, Millar-Smith, Mullins, Peck, and B Smith (12).

Against the recommendation:

None.

Abstentions:

None.

RESOLVED

That the Committee approves the following licence fees with effect from 1 April 2021:

- a) Taxi licence fees, as set out in appendix C to the agenda.
- b) Street trading and sex establishment licence fees, as set out in appendix D to the agenda.
- c) All Gambling Act 2005 fees, as set out in appendix E to the agenda.
- d) Animal activity licence fees and acupuncture, tattooing and piercing licence fees as set out in appendix F to the agenda.

5. Verbal Update - Decision Taken Under Urgency: Licensed Hackney Carriage and Private Hire Vehicles - Extend 11 Year Age Limit Due to Covid-19

The Licensing Team Leader gave a verbal update on a decision taken under General Committee Procedure Rule 18 (urgent action) by the Head of Community Services, as delegated by the Chief Executive. The decision was required to be reported to, and noted by, the Committee.

In consultation with Councillor Jones, Councillor B Burgess, Councillor Jhans, and Councillor Jaggard, the decision was taken to extend the 11 year age limit of licensed vehicles, as vehicles had not been used to the same intensity during the Coronavirus pandemic. Any extension was subject to the following conditions:

1. 12 month extension to run 01/02/21 – 31/01/22 only.
2. Those vehicles already afforded a 3 month extension (or other period) shall be awarded a further 9 months only, to ensure equality and fairness and allowing a 12 month extension in total.
3. The above is applicable only for those vehicles identified, for the term identified and is not transferrable to another vehicle.
4. A Certificate of Compliance is required at the application for an extension, and every 6 months thereafter.
5. An extension will be refused and the vehicle removed as a licensed vehicle if it is found that it does not meet the standards required by the Certificate of Compliance, and/or where the nominated Garage identifies a matter that impacts upon the vehicles safety or where it is no longer considered roadworthy.
6. A Nominated Licensing Officer of the Council may also form the view that to extend the term that a vehicle is licensed is unsuitable or inappropriate. This will be reviewed by the Team Leader for Health, Safety and Licensing, who will give written reasons where an extension is refused.

Following a question regarding the timescales associated with the decision, the Licensing Team Leader confirmed the Crawley Hackney Carriage Association had submitted a formal request regarding the extension at the beginning of February, and the decision was taken several days after this, on 9 February 2021.

RESOLVED

That the Committee noted that the Head of Community Services took an urgent decision on 9 February 2021 to extend the 11 year age limit of licensed vehicles due to COVID-19, as set out in the Councillors' Information Bulletin [IB/1065](#).

Closure of Meeting

With the business of the Licensing Committee concluded, the Chair declared the meeting closed at 8.48 pm

**M G Jones
(Chair)**

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Crawley Borough Council

Minutes of Audit Committee

Wednesday, 3 March 2021 at 7.00 pm

Councillors Present:

J Millar-Smith (Chair)

M Flack (Vice-Chair)

T G Belben, M G Jones and J Purdy

Also in Attendance:

Councillor R D Burrett

A Brittain

Associate Partner, Ernst and Young

Officers Present:

Natalie Brahma-Pearl

Chief Executive

Chris Corker

Operational Benefits and Corporate Fraud Manager

Gillian Edwards

Audit and Risk Manager

Heather Girling

Democratic Services Officer

Karen Hayes

Head of Corporate Finance

Mez Matthews

Democratic Services Officer

1. Disclosures of Interest

No disclosures of interests were made.

2. Minutes

The [minutes](#) of the meeting of the Audit Committee held on 22 September 2020 were approved as a correct record and signed by the Chair.

3. Public Question Time

No written questions had been submitted by members of the public.

4. Fraud and Investigation Team Report

The Committee considered report [FIN/524](#) of the Operational Benefits and Corporate Fraud Manager, which focused on activity for the period from 1 April 2020 to 16 February 2021. The report indicated that the Team had continued to perform successfully.

The Operational Benefits and Corporate Fraud Manager informed the Committee that, due to the Covid-19 pandemic, this was the first report being brought before the Committee for a while. The Committee noted that due to the pandemic events of 2020 the Team had been looking at new threats, specifically the three types of Business Grant which had been introduced by the Government.

The Committee was provided with details of cases investigated and the Team's investigations. The Committee sought and received clarification on a number of points raised, including the value of the current open cases set out in paragraph 6 of the report. The Committee thanked officers for the work they had undertaken, especially considering the additional work created by Business Grants.

RESOLVED

That the Fraud and Investigation Team [Report](#) be noted.

5. Progress Report and Risk Management

The Committee considered report [FIN/521](#) of the Audit and Risk Manager. The purpose of the report was primarily to update the Committee on the progress made towards the completion of the 2020/2021 Audit Plan, and to report on the progress made in implementing the previous recommendations. The report also included an update on the Council's Strategic Risks.

The Committee discussed and noted the Audit Plan Reviews, along with other work as detailed in the report. The Audit and Risk Manager took the opportunity to inform the Committee that they had taken over the review of Subject Access Requests since the departure of the Head of Legal, Democracy and HR and ensured that any such requests were handled in line with legislation. The Audit and Risk Manager then briefed the Committee on the work as detailed in the report and, in relation to the following areas, the Committee:

Work Completed in the Current Period:

- Acknowledged that the opinion of 'no assurance' given in relation to the Car Parking (Visitor Parking Permits) Audit was very unusual.
- Expressed disappointment in the issues found during the Car Parking Audit.
- Was informed that the issues with visitor parking permits had come to light since the last progress report had been tabled to the Committee. The Car Parking Audit had been carried out following an increase in visitor permits being used by staff due to changing working arrangements as a result of the Covid-19 pandemic.
- Was advised that an update on the Car Parking Audit would be brought to the next meeting of the Committee once the recommended outcomes of the Audit had been in place for a few months. That update would detail whether the controls which had been put in place as a result of the Audit had mitigated the risks identified.

Progress Report ([Appendix A](#) to the report):

- Noted that, as part of a shared service arrangement, the Audit Team had undertaken audit work on behalf of Mid Sussex District Council for the past 7 years. Crawley Borough Council had recently withdrawn from that agreement and would no longer be providing that service.

The Committee discussed the update provided on Strategic Risk Management. Following queries from the Committee relating to the following areas, the Committee:

Climate Emergency:

- Was informed that the Climate Change Scrutiny Panel had met throughout the summer and had completed a significant amount of work.
- Noted that it had been the intention that the assessment would be brought before the February meeting of the Overview and Scrutiny Commission and the 'significant delay', referred to in the report, related to that element of the review and not the work undertaken by the Panel itself.

New Town Hall:

- Was advised that should the Overview and Scrutiny Commission wish to have sight of the financial reports concerning the new Town Hall, it was entitled to refer them to the Commission.

RESOLVED

That the Committee receive the [report](#) and note progress to date, as at 19 February 2021.

6. Internal Audit Annual Plan 2021-2022

The Committee considered report [FIN/522](#) of the Audit and Risk Manager. The Plan, which was attached as [Appendix A](#) to the report, included an outline scope of work planned for each proposed audit area. The Audit and Risk Manager advised the Committee that the Plan had been put together in collaboration with the Head of Corporate Finance and that the Plan could be adapted, in consultation with the Council's Section 151 Officer, to take account of any future high priority issues. It was noted that a number of contingency days had been allocated for such purposes, as well as a number of days for ad hoc Covid-19 related work.

Following a query from the Committee, it was advised that the work to be undertaken within the 12 days identified as 'yet to be agreed' for ICT would be allocated following a mini risk assessment which would be completed in collaboration with the Head of Digital and Transformation. Once those days had been allocated, updated information would be provided at a future meeting of the Committee.

RESOLVED

That the 2021/2022 Internal Audit Annual Plan attached as [Appendix A](#) to report FIN/522 be noted.

7. Updated Audit Results Report: Year Ended 31 March 2020

The Committee considered the updated Audit Results Report for the year ended 31 March 2020 which was included as [Enclosure 8](#) to the agenda. The Associate Partner for Ernst and Young informed the Committee that the report was predominantly the same as that which had been considered by the Committee at its meeting on 22 September 2020, apart from a few specific changes. Those changes were highlighted as being:

- Audit differences (page 51 of the agenda pack).
- Conclusions on the valuation of property (page 58 of the agenda pack).
- Completion of the assessment relating to going concern (page 61 of the agenda pack).

The Audit Results Report set out the current status of the audit, and indicated that Ernst and Young had completed its audit of the Council's financial statements for the year ended 2019/2020.

The Committee considered matters raised, and in doing so:

- Noted that although the property valuations provided by the Council's independent Valuers had differed from that provided by Ernst and Young's independent Valuers, the total variation had been below the materiality threshold and therefore it had been concluded that those values did not need to be adjusted and could be accepted as the difference was considered to be 'reasonable'.
- Received clarification on both the valuations and the variation in valuations of Ashdown House and Atlantic House.

Following the expression of ongoing concern by a Committee member regarding the level of fees identified within the report, the Chair of the Committee advised that they had written to the Public Sector Audit Appointments Limited (PSAA) to communicate their view on the matter, as had the Head of Corporate Finance.

RESOLVED

That the [updated Audit Results Report](#) for the year ended 31 March 2020 be received and noted.

8. Exempt Information – Exclusion of the Public

RESOLVED

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

9. Outcome of the Investigatory Powers Commissioner's Office RIPA Inspection

Exempt Part B - By Virtue of Paragraph 3
Information relating to the financial or business affairs of any particular person (including the authority holding that information)

The Committee considered the letter which detailed the findings from the Council's recent Investigatory Powers Commissioner's Office (IPCO) inspection which was included as Enclosure 11 to the agenda.

The Committee was provided with updated information regarding both the training which had been undertaken in relation to Regulation of Investigatory Powers (RIPA)

and the instances when RIPA powers had been used by the Council. The Committee was advised that this updated information would also be relayed to the IPCO.

RESOLVED

That the letter from the Investigatory Powers Commissioner's Office (RIPA) inspection be noted.

Closure of Meeting

With the business of the Audit Committee concluded, the Chair declared the meeting closed at 8.09 pm

J Millar-Smith
(Chair)

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Crawley Borough Council

Minutes of Overview and Scrutiny Commission

Monday, 8 March 2021 at 7.00 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, I T Irvine, G S Jhans, P K Lamb and P C Smith

Officers Present:

Natalie Brahma-Pearl	Chief Executive
Ian Duke	Deputy Chief Executive
Heather Girling	Democratic Services Officer
Diana Maughan	Head of Strategic Housing
Gill Narramore	Senior Environmental Health Officer
Chris Pedlow	Democratic Services Manager
Clem Smith	Head of Economy and Planning
Kate Wilson	Head of Community Services

Apologies for Absence:

Absent:

Councillor T McAleney

1. Disclosures of Interest and Whipping Declarations

The following disclosures were made:

Councillor	Item and Minute	Type and Nature of Disclosure
Councillor R G Burgess	Community Grants Allocations (Minute 4)	Personal Interest – Council representative on Crawley Open House
Councillor R G Burgess	Community Grants Allocations (Minute 4)	Personal Interest – Crawley Festival committee member
Councillor R D Burrett	Community Grants Allocations (Minute 4)	Personal Interest – Trustee for Crawley Open House

Councillor RG Burgess	Proposed Extension of Crawley Air Quality Management Area Boundary (Minute 5)	Personal Interest – Ward member for Three Bridges
Councillor R D Burrett	West Sussex Health and Care in Housing Memorandum of Understanding (Minute 6)	Personal Interest – Member of WSCC
Councillor R D Burrett	West Sussex Health and Care in Housing Memorandum of Understanding (Minute 6)	Personal Interest – Trustee for Crawley Open House
Councillor R A Lanzer	"One Town" - Draft Crawley Economic Recovery Plan (Minute 7)	Personal Interest – WSCC Cabinet Member for Economy and Corporate Resources
Councillor R A Lanzer	Crawley Town Investment Plan - Draft Heads of Terms (Minute 7)	Personal Interest – WSCC Cabinet Member for Economy and Corporate Resources
Councillor R A Lanzer	Crawley Town Investment Plan - Draft Heads of Terms (Minute 7)	Personal Interest – Member of the Crawley Economic Recovery Task Force & Town Deal Board
Councillor R D Burrett	Health and Adult Social Care Scrutiny Committee (HASC) (Minute 9)	Personal Interest – Member of WSCC

2. Minutes

The minutes of the meeting of the Commission held on 1 February 2021 were approved as a correct record and signed by the Chair.

The Chair took the opportunity to amend the agenda order following receipt of a written public question and the supplementary item 'Crawley Town Investment Plan- Draft Heads of Terms'.

3. Public Question Time

The Commission had received a written question from Chris Cheshire from Gossops Green on behalf of Crawley Community Action trustees, beneficiaries & supporters. In accordance with the Virtual Committee Procedure Rules, the question was read out by a Democratic Services Officer. A copy of the response would be sent to the questioner.

The question referred to agenda item 4: Community Grants Allocations, specifically for CCA:

"When the CEO of an organisation which has deservedly retained its funding, acknowledged their debt to Crawley Community Action, he added:

‘Should CCA not exist, it will lead to an increasing disconnect between organisations, impact the community, and leave organisations without a support mechanism.’

Does the Council really want to risk this?’

In response the Head of Community Services thanked Chris Cheshire for submitting the question on behalf of the CCA trustees.

It was stated that it was not an officer’s position directly to comment upon a decision that may or may not be taken by members. However, the report that was due to be considered did provide the factual information and rationale that underpinned the detailed proposals in line with the approach made by Cabinet on 3 February 2021. This should assist members with their considerations and conclusions. It was acknowledged that the question would be asked at Cabinet on 10 March 2021 and it was further confirmed that officers would continue to work closely with funding partners to reduce any identified risks and work with the sector whilst the council transitions to a more modernised grants programme.

4. Community Grants Allocations

The Commission considered report [HCS/27](#) of the Head of Community Services. The report sought approval for the proposed Community Grants allocations for the transitional year 2021/22.

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

- Confirmation provided on the allocations and criteria applied, focusing on key priorities.
- Acknowledgement that it was an unfortunate situation that the Council was having to reduce the funding, the Council was still twice as generous as any other similar type of Council in the country. The Council also provided significant property and rental support to a number of charities and third sector organisations, further to the grant funding. It was explained that the new funding proposal would be based on a commissioning approach, where the Council commissions organisations to provide clear indefinable outcomes for our community.
- Recognition that other alternative (external) funding opportunities may be available for organisations, such as Crowdfunding. There was a need to adapt to changes in funding and ways of working. However, the council would still be looking to assist in signposting.
- Acknowledgement that the majority of organisations would be receipt of the same funding level. 4 organisations had been recommended to have funding reduced or removed and the specific rationale for each of these was noted. It was remarked that the current grant awards programme was not based on any legally binding contacts, but it was referenced that organisations may apply a presumption of being funded as they were mid-way through a two year grant agreement (pre Covid and financial impact). The second year funding was provisional and there was a break-clause built in as organisations were required to provide an action plan prior to the second year. Monitoring reports were required for both year one and year two funding.
- In terms of unrestricted reserves, these were documented as surplus funds that an organisation can keep aside from their operational budget that did not have a restriction on how it was spent. In terms of CCA it was considered that the organisation could sustain itself and there was access to alternative funding.

- Recognition that it was important to ensure that the available funds were well managed.
- It was noted that the process was a new arrangement. The OSC should be satisfied over 12 months, that any subsequent action taken through Community Services had been sufficient and effective to support the voluntary sector organisations that were currently supported by the CCA. As a result it was requested that a review report come back to the OSC on the changes.

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.

5. Proposed Extension of Crawley Air Quality Management Area Boundary

The Commission consider report [HCS/25](#) of the Head of Community Services. The report sought approval for the variation to the designated boundary area of the Air Quality Management Area (AQMA), together with the approval of the Order to vary the designated boundary area of the AQMA, following recent public consultation.

Following discussion with the Cabinet Member for Environmental Services and Sustainability, the Head of Community Services and Senior Environmental Health Officer, Members had the following comments:

- Acknowledgement that the nitrogen dioxide levels as specified in the Air Quality Regulations 2000 were not being achieved. The extension of the AQMA allowed for a joined up approach across all the locations within the area.
- Confirmation that the nitrogen dioxide levels readings were reported annually in arrears. Although it was noted that traffic levels and air pollution reduced during the first lockdown in early 2020, DEFRA had confirmed 2020 to be an exceptional year and figures for 2-3 years should be analysed.
- It was noted that when the Three Bridges Improvement Scheme was reviewed, the current proposed design should be analysed to establish how it may affect the AQMA, particularly given the proposed change in road layout and removal of the right-hand turn from the station. Nitrogen dioxide levels and the 2019 data should feed into this review.
- Once the AQMA was declared, an air quality action plan would be produced to target sources of pollution and produce measures for mitigating issues within the areas. It was recognised that this was a recommendation within the recent Climate Change Scrutiny Panel final report.
- It was highlighted that education was key, along with the work taking place on active travel and sustainable transport. It would be important to promote modal shift and reduce emissions and improve air quality over time. Additionally, it was felt liaison with partners or businesses would be important to encourage alternative methods.
- Minor amendments within the document were noted but it was acknowledged that the draft order did not highlight those locations where the entire road was not covered by the AQMA, which could be confusing for the public.
- The actions in the previous AQMA have been in place since 2015, and measures had been established throughout the borough to address air quality. However it was noted that the road layout around Hazelwick was particularly difficult as a major road for Manor Royal and M23. Therefore improvements had not been as rapid but traffic management schemes were being analysed to improve traffic flow.

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 Comments sheet.

6. West Sussex Health and Care in Housing Memorandum of Understanding

The Commission considered report [SHAP/80](#) of the Head of Strategic Housing Services.

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.

The report sought endorsement of the development of a local health, housing and social care Memorandum of Understanding (MOU). The West Sussex Health and Care Partnership 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) to mirror, at a local level, the national MOU "Improving Health and Care Through the Home: A National Memorandum of Understanding". The MOU forms 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.

During the discussion with the Cabinet Member for Housing and the Head of Strategic Housing Services, Councillors made the following comments:

- Confirmation that the MOU would assist in links between poor housing and poor health. It would provide an opportunity to challenge rough sleeping in a sustained way and encourage agencies to provide support.
- It was noted that it would provide a platform to engage with health services and providers. It would be actioned and monitored through the West Sussex Strategic Housing Board.
- Recognition that previous challenges have related to mental health services and providing effective support, together with the long terms sustainability of some NHS projects. It was hoped that working collaboratively there would be greater assistance, liaison and effective partnership working.
- The appreciation offered to the housing teams and support provided throughout the pandemic was noted and welcomed.

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. "One Town" - Draft Crawley Economic Recovery Plan

The Commission considered report [PES/385](#) of the Head of Economy and Planning. The report sought approval on the Council's draft Economic Development recovery plan and for agreement to go out for public consultation.

During the discussion with the Cabinet Member for Planning and Economic Development and the Head of Economy and Planning, Councillors made the following comments:

- Acknowledgement that there were amendments to slides 3 and 6 of Appendix A, along with proposed additional recommendations to be considered by Cabinet on 10 March 2021.
- Confirmation that the report would offer a joined up approach and aimed for one holistic plan bringing in small organisations. The changes proposed would assist in the Local Plan consultation.
- It was noted that the plan highlighted the council's position in leading the drive for economic recovery, working with an array of partners.
- Some of the flagship interventions were already being brought forward or delivered, either through the Crawley Growth Programme or Crawley Town Investment Plan.
- Clarity sought and obtained on 'green infrastructure'; which revolved around strategic, environmentally-aware activity. It was observed that the plan would assist in offering green solutions to issues, including verges and improve air quality.
- General support for the report and plan as it was innovative, ambitious and yet the aims were realistic. It was felt there was a need to raise expectations, together with promotion for strengthening the local workforce skills and this featured in the Crawley Employment and Skills Programme. Skills for the Future aimed to improve overall social mobility amongst Crawley residents and retain people within the area.
- Recognition that there were different types of recovery; traditional in terms of aviation and Manor Royal, together with the novel recovery featuring digital enterprise and green infrastructure.
- Acknowledgement that the plan provided a long term strategic overview as timescales featured within the plan extended to 2050, which coincided with the climate change emissions target. However it was acknowledged that measures, deliverables and targets should be included between 2021 and 2050, which ultimately would move beyond this recovery.
- Clarification provided that the economy grew by £5.9b GVA (gross value added) per annum, which equated to the total value of economic output in Crawley in 2018.
- With reference to the 'Limited overall available employment land supply' it was noted that there were currently vacant sites within the borough due to the existing recession (particularly Manor Royal as a consequence of Covid19). However the Local Plan forecasts the overall need for employment land until 2037 to enable Crawley's long term economic recovery and growth. There was a significant land deficit within the town, which needed highlighting.
- It was felt that the final version of the plan should return to OSC following the consultation period.

RESOLVED

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

8. **Crawley Town Investment Plan - Draft Heads of Terms**

The Commission considered report [PES/386](#) of the Head of Economy and Planning. The report sought delegated approval for the Chief Executive to sign and return to government the Crawley Town Deal Heads of Terms document, subject to the prior approval of the Crawley Town Deal Board.

During the discussion with the Cabinet Member for Planning and Economic Development and the Head of Economy and Planning, Councillors made the following comments:

- Recognition that Crawley was one of 101 towns across England to have been selected to benefit from the government's Towns Fund budget. Crawley was one of 4 towns in south east England to have been selected and awarded £21.1m for the Crawley Town Investment Plan.
- It was hoped alternative funding sources could be obtained for the balance of the programme.
- General support for the report and funding. Appreciation was noted for the work undertaken by officers and partners in order to compile the submission.

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.

9. **Health and Adult Social Care Scrutiny Committee (HASC)**

An update was provided from the most recent HASC meeting. Key items of discussion included:

- Mental health services and provision were to be incorporated into general practice.
- Work will take place to encourage young people to choose work in the health service as a positive career choice.
- A report followed on 'Improving mental health services for adults and older people in West Sussex'. Part of the work was to ensure that the voices of those in communities whose voice is often less well heard were included in any of the findings. The report featured a variety of aims.

1. Improve the quality of wards

It was found that several of the wards were outdated and there was a need to provide more modern accommodation. The preferred model initially was to establish single sex wards but it was concluded to continue with mixed sex wards at new, more modern, sites. Concern was expressed about the use of mixed sex wards but it was clarified that this would apply only to communal areas in the wards. There would be separate corridors, accessed by a key system, which would be single sex for the sleeping accommodation. Also more beds have been found for use in the service.

2. Transport to and from wards

Transport provision was much better in the north of the county. Those most affected as a result of having to travel further than previously would be given support in terms of travel allowances plus the provision for overnight stay

facilities for families. It was noted that in some areas there were issues concerning parking and work would be undertaken in these areas to address the pressure on roads near to facilities.

3. Strengthen community care for people
There was a clear preference that people should be cared for wherever possible in their own homes. Steps were being taken to improve community services by providing greater access to crisis and urgent care and also home treatment service.
4. Establish centres of excellence for those living with dementia
Crisis centres (cafes) supporting mental health issues were present in some areas and these centres would provide an alternative to hospital admission. However, it was felt more were needed based on centres of population. Concern was also expressed about the need to improve support for carers.

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

The following reports have been confirmed from the Forthcoming Decision List:

28 June 2021

- Treasury Management Outturn 2020 – 2021
- Financial Outturn 2020-2021 (Quarter 4)

27 September 2021

- Budget Strategy 2022/23 – 2026/27

22 November 2021

- Treasury Management Mid-Year Review 2021-2022

31 January 2022

- 2022/2023 Budget and Council Tax
- Treasury Management Strategy 2022-2023

Final report - "One Town" - Crawley Economic Recovery Plan (tbc)

The Chair requested a report to either of the June's OSC meetings on staff sickness levels with Covid19 and the effects and impacts of working from home.

Closure of Meeting

With the business of the Overview and Scrutiny Commission concluded, the Chair declared the meeting closed at 9.25 pm

T G Belben
(Chair)

Crawley Borough Council

Minutes of Planning Committee

Tuesday, 9 March 2021 at 7.00 pm

Councillors Present:

J Purdy (Chair)

J Hart (Vice-Chair)

L M Ascough, A Belben, I T Irvine, K L Jaggard, M Mwangale, M W Pickett, T Rana and P C Smith

Officers Present:

Mez Matthews

Democratic Services Officer

Jean McPherson

Group Manager (Development Management)

Marc Robinson

Principal Planning Officer

Linda Saunders

Planning Solicitor

Clem Smith

Head of Economy and Planning

Jess Tamplin

Democratic Services Support Officer

Also in Attendance:

Councillor R D Burrett

1. Disclosures of Interest

No disclosures of interests were made.

2. Lobbying Declarations

No lobbying declarations were made.

3. Minutes

The minutes of the meeting of the Planning Committee held on 8 February 2021 were approved as a correct record and signed by the Chair, subject to a clerical correction that Councillor R D Burrett be recorded as having been in attendance as an observer of the meeting.

4. Tree Preservation Order Application CR/2020/0765/TPO - Newtimber Close, Southgate, Crawley

The Committee considered report [PES/360a](#) of the Head of Economy and Planning which proposed as follows:

Oak 9319 - removal of dead wood. Reduction of individual branches north side by 1.5m from building/footpath to appropriate growth points.

Oak 9307 - crown thin by 10%. Removal of dead wood. Clear from around street light 1.5m to appropriate growth points.

The Group Manager (Development Management) provided a verbal summation of the application, which sought consent for minor works to two oak trees which were the subject of a Tree Preservation Order. The works aimed to prevent encroachment upon both a residential dwelling and a street light.

The Committee then considered the application.

A recorded vote was taken on the recommendation in accordance with the Council's Virtual Committee Procedure Rules. The names of the councillors voting for and against the recommendation, along with any abstentions, were recorded as follows:

For the recommendation:

Councillors Ascough, A Belben, Hart, Irvine, Jaggard, Mwangi, Pickett, Purdy, Rana, and P Smith (10).

Against the recommendation:

None.

Abstentions:

None.

RESOLVED

Consent subject to conditions set out in report PES/360a.

5. Planning Application CR/2020/0834/FUL - 3 & 4 Friends Close, Langley Green, Crawley

The Committee considered report [PES/360b](#) of the Head of Economy and Planning which proposed as follows:

Erection of joint two storey rear extension for 2 semi-detached properties (no.3 and no.4 Friends Close), and additional single storey rear extension for no.3 (amended plans received).

Councillors A Belben and Purdy declared they had visited the site.

The Principal Planning Officer provided a verbal summation of the application, which sought planning permission for a joint two storey extension of 3.6m at nos. 3 and 4 Friends Close, and an additional 1.4m single storey extension at no.3. An update was given regarding condition five, which had been amended to state that the windows be fixed to be permanently non-opening to a height of 1.7 metres from the finished floor level. This aimed to further protect the privacy of neighbours.

Since the publication of the report, it had been identified that the distances in the block plan were inaccurate by approximately 1m for no.3 Friends Close and 0.5m for no.4 Friends Close. The closest proposed distance of no.3 from no.14 Brisbane Close was 19.5m, rather than the stated 21.5m. The closest proposed distance of no.4 Friends Close from nos.12 and 13 Brisbane Close was 19.9m, rather than the

stated 20.5m. As such the recommendation was to be amended to delegate the decision to permit the application to the Head of Economy and Planning, upon receipt of an updated and accurate block plan. The updated distances remained acceptable as the dwellings were positioned at an angle, so did not have a direct window-to-window relationship with dwellings on Brisbane Close and would thus not lead to direct overlooking.

The Committee then considered the application

A recorded vote was taken on the amended recommendation in accordance with the Council's Virtual Committee Procedure Rules. The names of the councillors voting for and against the recommendation, along with any abstentions, were recorded as follows:

For the recommendation:

Councillors Ascough, A Belben, Hart, Irvine, Jaggard, Mwangale, Pickett, Purdy, Rana, and P Smith (10).

Against the recommendation:

None.

Abstentions:

None.

RESOLVED

Delegate to the Head of Economy and Planning the decision to permit subject to the receipt of an acceptable block plan, and the conditions and informatives set out in report PES/360b, including amended condition 5 as follows:

The windows on the northern and southern (side) first floor elevations of the development shall at all times be glazed with obscured glass and apart from any top-hung vent, be fixed to be permanently non-opening to a height of 1.7 metres from the finished floor level.

REASON: To protect the amenities and privacy of the adjoining properties Nos 2 and 5 Friends Close, in accordance with Policy CH3 of the Crawley Borough Local Plan 2015-2030.

6. Section 106 Monies - Q3 2019/20 to Q3 2020/21

The Committee considered report [PES/384](#) of the Head of Economy and Planning.

The report summarised all the Section 106 (S106) monies received, spent and committed to project schemes between quarter 3 of the financial year 2019/20 and quarter 3 of 2020/21.

Following a question from a Committee member, the Head of Economy and Planning set out the decision-making process regarding the spending of S106 monies. It was explained that, for each project, a report was produced for the relevant Cabinet Portfolio Holder and made available to all councillors. If the decision involved expenditure under £100,000, the decision was taken by the Council's Section 151 Officer (the Head of Corporate Finance). If the expenditure was greater than £100,000, the decision was taken by the Cabinet.

A Committee member highlighted the current balance of S106 monies regarding tree contributions (£287,086), and encouraged the planting of more trees throughout the borough to help address the climate emergency as declared by the Full Council. The Head of Economy and Planning confirmed that the funds were yet to be allocated, but that work was underway with the Council's Community Services team to bring forward proposals for tree planting as quickly as possible.

RESOLVED

That the update on S106 monies received, spent and committed between quarter 3 2019/20 and quarter 3 2020/21 was noted.

Closure of Meeting

With the business of the Planning Committee concluded, the Chair declared the meeting closed at 7.42 pm

J Purdy (Chair)

Crawley Borough Council

Minutes of Cabinet

Wednesday, 10 March 2021 at 7.00 pm

Councillors Present:

P K Lamb (Chair)	Leader of the Council
I T Irvine	Cabinet Member for Housing
G S Jhans	Cabinet Member for Environmental Services and Sustainability
C J Mullins	Cabinet Member for Wellbeing
B A Smith	Cabinet Member for Public Protection and Community Engagement
P C Smith	Cabinet Member for Planning and Economic Development and Deputy Leader

Also in Attendance:

Councillor T G Belben, R D Burrett, D Crow and K McCarthy

Officers Present:

Natalie Brahma-Pearl	Chief Executive
Ian Duke	Deputy Chief Executive
Karen Hayes	Head of Corporate Finance
Heather Girling	Democratic Services Officer
Diana Maughan	Head of Strategic Housing
Gill Narramore	Senior Environmental Health Officer
Chris Pedlow	Democratic Services Manager
Nigel Sheehan	Head of Projects and Commercial Services
Clem Smith	Head of Economy and Planning
Kate Wilson	Head of Community Services

1. Disclosures of Interest

The following disclosures of interests were made:

Councillor	Item and Minute	Type and Nature of Disclosure
Councillor Jhans	Proposed Extension of Crawley Air Quality Management Area Boundary (Minute 7)	Personal Interest – Lives in a property that would be covered by the proposed AQMA
Councillor Lamb	Proposed Extension of Crawley Air Quality Management Area Boundary (Minute 7)	Personal Interest – Lives in a property boarding the proposed AQMA

2. Minutes

The minutes of the meeting of the Cabinet held on 3 February 2021 were approved as a correct record and signed by the Leader.

3. Public Question Time

The Cabinet received a written question which related to Item 9 Community Grants Allocations 2021/22 from Chris Cheshire (*Resident of Gossops Green, on behalf of Crawley Community Action trustees, beneficiaries & supporters*)

Question –

When the CEO of an organisation which has deservedly retained its funding, acknowledged their debt to Crawley Community Action, he added: ‘Should CCA not exist, it will lead to an increasing disconnect between organisations, impact the community, and leave organisations without a support mechanism.’ Does the Council really want to risk this?

In response Councillor Lamb commented

Issue relates to changes being made to Community Grants. The Council has suffered significant reduction in its income this year as a result of Covid19 and came after further reduction in its income. Obviously, you can’t have that source of change without it having an impact and the change in grants was one of the things that was agreed and consulted upon with the public who expressed support for this as way of dealing with the budget gap.

That amount of money for community grants remains far larger than any other council of our type and so it is still a generous amount of money, in addition to a substantial amount of property available to charities.

As part of these proposals Crawley Community Action, otherwise known as Crawley Community Voluntary Service it is proposed that the Council cease funding them and at the time of engagement they seemed to imply they had other sources of funding but certainly the goal of the local authority is to maintain as many charities as possible.

Crawley CVS receives a substantial amount of funding on top of a building at a peppercorn rent from which they can derive an income. They would still have the ability to access funding and maintain the building. It is not being put at risk. But if it was being put at risk the council could provide the services currently being provided

by Crawley CVS and do them at a substantial cheaper rate. I am aware there is an independence from the council which is an advantage in terms of promoting voluntary services within the community but that is an independence that is no longer affordable given the Council's financial situation. We can afford to provide the services so there is no risk to the charities seeking support.

Councillor B Smith also responded to the question, stating:

Community grants are at the heart of the community associations, but it is now time given the financial situation to consider where money is attributed. However, the Council will always be available to offer support.

NB: A copy of the responses will be sent to the questioner.

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

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

5. "One Town" - Draft Crawley Economic Recovery Plan

The Cabinet Member for Planning and Economic Development presented report [PES/385](#) of the Head of Economy and Planning. The report sought approval on the Council's draft Economic Development Recovery Plan (Plan) and for agreement to go out for public consultation. Councillor P Smith emphasis the purpose of the Plan was to show the clear direction of the Council in supporting the Town's recovery from the significant impact of Covid on the economy. By going out to consult on the draft Plan, it shows our partners, key stakeholders and business, what our thought were on the recovery to ensure ours align with theirs. As it was a draft, following feedback from the consultation, the Plan can then be adapted to ensure it was working for the best interest of all in the recovery of the Borough and its future. A further benefit of having a clear deliverable approach, endorsed by our partners, should allow the Council to access various pots of funding, such as the Town's Fund which was later the agenda, to ensure our aspirations were achieved.

Councillor P Smith then highlighted to the Cabinet that there had a been a proposed amendment to the draft Plan, to add in two futher bullet points and a slight revision to the recommendation. The rationale behind the changes were to strengthen the Plan by aligning in closer to the Council's Local Plan.

Councillor T Belben presented the Overview and Scrutiny Commission's comments on the report [OSC/294](#) to the Cabinet following consideration of the matter at its meeting on 8 March 2021, which were in support of the draft Plan but requested that the final version of the Plan return to the Commission before its ratification.

Councillor Crow was invited to speak on the item

Councillors Irvine and Jhans also spoke as part of the discussion on the report.

Councillor Lamb moved the report included the proposed changes which was seconded by Councillor P Smith.

A recorded vote was taken on the amended recommendation in accordance with the Council's Virtual Committee Procedure Rules. The names of the Councillors voting for and against the recommendations, along with any abstentions, are recorded as set out below:

For the recommendations:

Councillors Irvine, Jhans, Lamb, Mullins, B Smith and P Smith (6)

Against the recommendations:

None. (0)

Abstentions:

None. (0)

RESOLVED

That the Cabinet approves, to go out to public consultation for a period of six weeks, the draft Crawley Economic Recovery Plan (Appendix A to report [PES/385](#)) subject to the following amendments shown in **bold** below, being included to Recovery Plan in order to emphasise findings from the Local Plan review:

- Add to slide 3 – Crawley's "One Town" Vision for 2050 the following bullet point: **'new sites to provide for all Crawley's employment growth sectors and help boost jobs for residents'**
- Add to slide 6 – *Plan to Restore Economic Success Post COVID-19, under "Structural Challenges"*: **'Limited overall available employment land supply'**

Reasons for the Recommendations

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.

Crawley's Local Plan Review process has included a thorough Economic Growth Assessment and an Employment Land Availability Assessment to ensure the Borough's projected economic growth can be accommodated and this reveals that Crawley has a forecast employment land deficit over the period to 2037 and that as a result additional employment land allocations will be required".

6. West Sussex Health and Care in Housing Memorandum of Understanding

The Cabinet Member for Housing presented report [SHAP/80](#) of the Head of Strategic Housing Services which sought endorsement for 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). The 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.

Councillor Irvine commented that what the MOU did finally was to acknowledge that there was a clear link between poor housing and poor health and the only way to

address this was with a joined-up approach. It was noted that there are 6 needs assessment, as shown in Section 6.5 of the report [SHAP/80](#), including tackling rough sleeping, that the MOU would be focusing upon. It was acknowledged that the MOU was the first step in a long process, but an important first step of the joint approach.

Councillor T Belben presented the Overview and Scrutiny Commission's comments on the report [OSC/294](#) to the Cabinet following consideration of the matter at its meeting on 8 March 2021, which included:

- The Commission being pleased that the MOU would provide an opportunity to challenge rough sleeping in a sustained way and encourage agencies to provide support.
- That the MOU would provide a platform to engage with health services and providers to address the previous difficult challenges relating to mental health services and providing effective support long term.

Councillors Mullins also spoke on as part of the discussion on the report.

Councillor Lamb moved the report which was seconded by Councillor Irvine and in doing so thanked the Strategic Housing Team for the work it had done during the pandemic especially regarding rough sleepers.

A recorded vote was taken on the recommendations in accordance with the Council's Virtual Committee Procedure Rules. The names of the Councillors voting for and against the recommendations, along with any abstentions, are recorded as set out below:

For the recommendations:

Councillors Irvine, Jhans, Lamb, Mullins, B Smith and P Smith (6)

Against the recommendations:

None.

Abstentions:

None.

RESOLVED

That the Cabinet:

- a) endorses and agrees the development of a local health, housing and social care MOU based on the priorities for action set out in 6.5 of report [SHAP/80](#), drawn from existing Council strategies.
- b) delegates 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).

Reasons for the Recommendations

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.

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.

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.

7. Proposed Extension of Crawley Air Quality Management Area Boundary

The Cabinet Member for Environmental Services and Sustainability presented report [HCS/25](#) of the Head of Community Services which reported back on the recent consultation on a proposed variation to the designated boundary area of the Crawley Borough Council Hazelwick Air Quality Management Area (AQMA). The consultation occurred following the recording of pollution limits for nitrogen dioxide (NO₂) in the Hazelwick area were higher than as recommended by the Air Quality Regulations 2000. Previously the Council designated a Hazelwick AQMA order on 9 July 2015 and part of the consultation was to consider where any new AQMA should be covering. The report recommendation was to approve a new Hazelwick AQMA order which included an extension of the previous AQMA to allowed for a joined-up approach across all the locations within Hazelwick vicinity.

Councillor T Belben presented the Overview and Scrutiny Commission's comments on the report [OSC/294](#) to the Cabinet following consideration of the matter at its meeting on 8 March 2021, which included:

- That the Commission support the recommendation of the AQMA and acknowledged that even through the air quality had improved during lockdown, it was important to continue to monitor going forward.
- It was recognised that having an AQMA was a recommendation within the recent Climate Change Scrutiny Panel final report

Councillors P Smith, Crow and Lamb spoke in favour of the recommendations as part of the discussion on the report.

Councillor Jhans moved the recommendation with it seconded by Councillor Lamb.

A recorded vote was taken on the recommendations, in accordance with the Council's Virtual Committee Procedure Rules. The names of the Councillors voting for and against the recommendations, along with any abstentions, are recorded as set out below:

For the recommendations:

Councillors Irvine, Jhans, Lamb, Mullins, B Smith and P Smith (6)

Against the recommendations:

None. (0)

Abstentions:

None. (0)

RESOLVED

That the Cabinet:

- a) notes 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 of report [HCS/25](#) (comprising the whole of the designated area under the Hazelwick AQMA and an area adjacent thereto) and;
- b) agrees 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 to report [HCS/25](#).

Reasons for the Recommendations

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.

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.

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.

8. Community Grants Allocations

The Leader presented report [HCS/27](#) of the Head of Community Services. The report sought approval for the Community Grants applications to the voluntary and community sector for 2021/2022.

The Leader explained that the report sets out the proposed approach for the dealing with the community grants in the future, with the majority of the grants being used to essentially contracting in services from charities and 3rd Sector organisations. That contracting or commissioning would be for key part of the Town's infrastructure particularly in where the Borough Council plays a significant role such as housing and homelessness, where Open House for example would receive funding. The remained would be based on a crowdfunding model which would allow residents to access funding for the voluntary services, as long as other residents were also supporting that proposal. This was a new approach the Council was using and may change going forward, but this revised approach has been required as the Council has had to reduce the Grant funding by a third recently. The Commission has asked to keep an eye on how the approach was going and that was fine and appropriate.

Councillor T Belben presented the Overview and Scrutiny Commission's comments on the report [OSC/294](#) to the Cabinet following consideration of the matter at its meeting on 8 March 2021, which included:

- The Commission confirming their support of the proposed approach and that they would like to key an eye on how the new grant process proceed.
- The Commission acknowledged that the Council's grant funding pot was still large and generous compared to most Borough and District Councils.
- Regarding CCA the Commission was reassured that they had alternative means of funding and reserve that could be used to continue their activities.

Councillor Lamb moved the report included the proposed changes which was seconded by Councillor B Smith.

A recorded vote was taken on the recommendations in accordance with the Council's Virtual Committee Procedure Rules. The names of the Councillors voting for and against the recommendations, along with any abstentions, are recorded as set out below:

For the recommendations:

Councillors Irvine, Jhans, Lamb, Mullins, B Smith and P Smith (6)

Against the recommendations:

None. (0)

Abstentions:

None. (0)

RESOLVED

That the Cabinet approves the allocation of Community Grants in 2021/22, as is set out the table in paragraph 5.9 of report [HCS/27](#).

Reasons for the Recommendations

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

It responds to the approach agreed at Cabinet on 3 February 2021, that 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.

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.

9. Annual Community Infrastructure Levy (CIL) Statement

The Cabinet Member for Planning and Economic Development presented report [PES/370](#) of the Head of Economy and Planning. Councillor P Smith introduced the

report which provided an update on the collection and administration of CIL monies together with seeking approval for the proposed CIL strategic infrastructure spend priorities and extension to the Spacehive contract.

Councillor Lamb moved the report which was seconded by Councillor P Smith

A recorded vote was taken on the recommendations in accordance with the Council's Virtual Committee Procedure Rules. The names of the Councillors voting for and against the recommendations, along with any abstentions, are recorded as set out below:

For the recommendations:

Councillors Irvine, Jhans, Lamb, Mullins, B Smith and P Smith (6)

Against the recommendations:

None. (0)

Abstentions:

None. (0)

RESOLVED

That the Cabinet:

- a) notes the funds received to date and the need to revisit CIL income calculations on Local Plan viability grounds.
- b) notes the outcome of the WSCC budget review which will impact upon the current arrangements for managing the Neighbourhood Improvement Strand of CIL funding through Crowdfund Crawley.
- c) approves that the proposed CIL strategic infrastructure spend priorities to end March 2025 (Section 7.4 of report [PES/370](#)) remain as per the previous year 2020/21.
- d) approves that the Infrastructure Business Plan (Appendix A of report [PES/370](#)), including the funding programme, will continue to be reviewed on an annual basis to take into account any changes in strategic infrastructure priorities and fluctuations in CIL receipts compared to the forecast. The next review is proposed to take place in March 2022
- e) approves a one-year extension to the Spacehive contract to continue the "Crowdfund Crawley" initiative, pending a review of the community grants programme by Community Development.

Reasons for the Recommendations

To provide clarity on the way forward for Crawley's Infrastructure Business Plan and the priority schemes for the CIL Strategic Infrastructure strand spend.

To ensure continuity for the ongoing delivery of the "Crowdfund Crawley" initiative, pending the above community grants programme review.

10. Procurement Shared Service Extension

The Leader presented report [FIN/519](#) of the Head of Corporate Finance. The report sought approval for the procurement shared service model to continue for a further four years with an option to extend for a further four years from 1 April 2022 with Crawley acting as the lead authority, providing services under an Inter-Authority Agreement on behalf of Horsham, Mid Sussex and Mole Valley District Councils.

Councillor Crow also spoke in support of the report and the continuing good work of the shared service

A recorded vote was taken on the recommendations in accordance with the Council's Virtual Committee Procedure Rules. The names of the Councillors voting for and against the recommendations, along with any abstentions, are recorded as set out below:

Councillor Lamb moved the recommendation with it seconded by Councillor P Smith.

For the recommendations:

Councillors Irvine, Jhans, Lamb, Mullins, B Smith and P Smith (6)

Against the recommendations:

None. (0)

Abstentions:

None. (0)

RESOLVED

That the Cabinet

- a) approves that Crawley Borough Council continue to act as lead authority and provide procurement services on behalf of Horsham District Council, Mid Sussex District Council and Mole Valley District Council from 1 April 2022.
- b) agrees to the provision of services under an Inter-Authority Agreement for a minimum period of four years commencing on 1 April 2022 to 31 March 2026 with an option to extend for a further period of up to four years.
- c) agrees to accept a delegation from Horsham District Council, Mid Sussex District Council and Mole Valley District Council of their procurement functions under Section 101 of the Local Government Act 1972.
- d) delegates authority to the Head of Legal, Governance and HR and Head of Corporate Finance to agree the terms of the Inter-Authority Agreement which reflects the principles outlined in the report.
- e) delegates to the Head of Legal, Governance and HR, and Head of Corporate Finance the ability to apply the four-year extension at the end of the initial term subject to performance review and in consultation with the Leader of the Council.

Reasons for the Recommendations

The current joint working arrangement with Horsham District Council, Mid Sussex Council and Mole Valley District Council is due for renewal on 31st March 2022 and therefore there is a need for Members to agree how procurement services will be provided in the future in order to give partners assurance that services will continue beyond this date.

11. Microsoft Enterprise License Agreement 2021-24

The Cabinet Member for Planning and Economic Development presented report [DAT/04](#) of the Head of Digital and Transformation. Councillor P Smith introduced the report sought approval for procuring IT software licensing and services to ensure required governance and approvals continue via a framework procurement exercise for a key fundamental system for the Council.

Councillor Lamb moved the report which was seconded by P Smith.

A recorded vote was taken on the recommendations in accordance with the Council's Virtual Committee Procedure Rules. The names of the Councillors voting for and against the recommendations, along with any abstentions, are recorded as set out below:

For the recommendations:

Councillors Irvine, Jhans, Lamb, Mullins, B Smith and P Smith (6)

Against the recommendations:

None. (0)

Abstentions:

None. (0)

RESOLVED

That the Cabinet delegates

- a) authority to the Head of Digital and Transformation (in consultation with the Cabinet Member for Planning and Economic Development) to approve the award of the contract for the renewal of the Council's Microsoft Licenses following the appropriate procurement process (within the appropriate existing budgets).
- b) the negotiation, approval and completion of the all the relevant legal documentation following the award of contract to the Head of Digital and Transformation, Head of Legal, Governance & HR, in consultation with the Cabinet Member for Planning and Economic Development.

(Generic Delegation 2 & 3 will be used to enact this recommendation).

Reasons for the Recommendations

To provide a key decision that will enable the procurement process to be awarded under delegated authority once the tender process has concluded.

12. Leisure Contract - Extension of Variation Order

The Cabinet Member for Wellbeing presented report [HPS/26](#) of the Head of Major Projects and Commercial Services. The report sets out the arrangements the Council has entered into with Everyone Active (EA) following the initial lockdown in March 2020 and recommends the Council extend the variation order to facilitate the continued opening of the leisure centres over the period 1 April 2021 – 30 June 2021.

Councillor Lamb moved the report and presented the report with Councillor Mullins seconding also commenting on the report.

A recorded vote was taken on the recommendations in accordance with the Council's Virtual Committee Procedure Rules. The names of the Councillors voting for and against the recommendations, along with any abstentions, are recorded as set out below:

For the recommendations:

Councillors Irvine, Jhans, Lamb, Mullins, B Smith and P Smith (6)

Against the recommendations:

None. (0)

Abstentions:

None. (0)

RESOLVED

That the Cabinet approves the extension of the contract variation with Everyone Active under the terms set out in section 5.9 of this report [HPS/26](#).

Reasons for the Recommendations

The recommendation facilitates the re-opening of the leisure centres from 29 March 2021 and the phased opening of additional facilities over the coming months in accordance with the Government announcement on 22 February 2021 and in accordance with Procurement Policy Note 02/20 (Supplier Relief Due to Coronavirus).

13. Crawley Town Investment Plan - Draft Heads of Terms

The Cabinet considered an urgent report [PES/386](#) of the Head of Economy and Planning, which had been protected from Call-in by the Chief Executive. The Leader introduced the report stating the Council had been awarded provisionally £21.1m, which would be made available in April 2022. To access the funding the Council was required to sign the Heads of Terms along with the Crawley Town Deal Board (CTDB) and return them to the Government by the end of the month. As a result of this tight timescale the report had to be dealt with under urgency provisions and also protected from Call-in. The report sought delegated approval for the Chief Executive to sign the Crawley Town Deal Heads of Terms and return to Government, subject to the prior approval of the CTDB.

Councillor T Belben presented the Overview and Scrutiny Commission's comments on the report [OSC/294](#) to the Cabinet following consideration of the matter at its meeting on 8 March 2021, which included:

- Recognition that Crawley was one of 101 towns across England to have been selected to benefit from the government's Towns Fund budget. Crawley was one of 4 towns in south east England to have been selected and awarded £21.1m for the Crawley Town Investment Plan.
- It was hoped alternative funding sources could be obtained for the balance of the programme.
- General support for the report and funding. Appreciation was noted for the work undertaken by officers and partners in order to compile the submission

Councillor Lamb moved the report, which Councillor P Smith seconded and spoke in support of the report.

A recorded vote was taken on the recommendations in accordance with the Council's Virtual Committee Procedure Rules. The names of the Councillors voting for and against the recommendations, along with any abstentions, are recorded as set out below:

For the recommendations:

Councillors Irvine, Jhans, Lamb, Mullins, B Smith and P Smith (6)

Against the recommendations:

None. (0)

Abstentions:

None. (0)

RESOLVED

That the Cabinet:

- a) authorise the Chief Executive to sign the Crawley Town Deal Heads of Terms, as set out in Appendix A to report [PES/386](#).
- b) delegates authority to the Chief Executive in consultation with the Leader of the Council and the Leader of the Opposition to submit to government on behalf of the Council further details of the plans and budget profiles for the individual projects within the Crawley Town Deal and a plan to address the Heads of Terms key conditions.

Reasons for the Recommendations

In order to be able to respond to the government by their set deadline of 24 March, Cabinet is requested to authorise the Chief Executive to sign and return the Crawley Town Deal Heads of Terms document, subject to Crawley Town Deal board sign off.

Closure of Meeting

With the business of the Cabinet concluded, the Chair declared the meeting closed at 8.20 pm

P K LAMB
Chair

Agenda Item 8

Full Council

24 March 2021

NOTICE OF MOTION – CRAWLEY’S PEOPLES FUTURE

*Mover Councillor Sudan
and Seconder Councillor Fiveash*

Crawley’s economy has been hit hard throughout the pandemic, largely (but not wholly) due to the hit taken by Aviation and related businesses. This council has done all it can to support the Town’s economy in securing a thriving future – perhaps, for better or worse, less reliant on aviation.

Difficult decisions have had to be made and the need to focus on Crawley’s economic recovery is justified. Difficult decisions will no doubt need to be made in the future and it is right that the focus has been on economic recovery because the well-being of Crawley’s residents depends on it.

But this works both ways. The work of the Social Mobility Scrutiny Panel showed that there is a gap in the standard of living between those who live in Crawley and those who live outside the Town and come here to work. Even before the pandemic, Crawley was a very expensive place to live because of high housing costs relative to income. It has long been recognised that there are many ways in which Crawley is not a healthy place to live. The work of that committee also highlighted that the poorer you are, the less likely you are to be able to be economically upwardly mobile and the more reliant you will be on the safety net that is provided by public services – services that are being cut.

The Towns’ Fund is about ‘levelling up’. Levelling up really means greater equality – narrowing the gap between the better and worse off. There is no dispute that Crawley has been severely affected by the pandemic and we know that the highest cost, both socially and financially, will be borne by the ordinary people of our Town. It is not enough to support business. For our people to thrive, we must keep the safety net intact by preserving, for now and for the future, the public services that the council provides.

Just as the well-being of the people of our town depends on its economic well-being, our Town’s economy needs Crawley people. Difficult decisions have been taken and will need to be taken in the future. Budgets are about prioritising, and this council resolves to ensure that the needs of Crawley people – those of us who live here and whose council tax has paid, and will continue to pay, the bills – remain paramount at every stage and at every level. We recognise that, in our efforts to make Crawley a nice, attractive place to work and do business, there is a danger of widening the divide between those who live here and those who come here to work.

Agenda Item 8

In order to avoid this, this council resolves to ensure that, whatever the future holds, whatever we get – or don't get – from the Towns' fund or anywhere else, the interests of Crawley people will be paramount. We resolve to do this by building on the knowledge and understanding that individual members have of our Town, and through proactively seeking, at every stage and at every level, the views of Trades Unions and community organisations of all kinds.