

Crawley Borough Council

Agenda of the Full Council

To: The Deputy Mayor and Councillors

You are summoned to attend a meeting of the **Full Council** which will be held in **Ashurst Main Hall - The Charis Centre**, on **Wednesday, 15 December 2021** at **7.30 pm**

Nightline Telephone No. 07881 500 227

A handwritten signature in black ink, appearing to read 'A. Ingham'.

Chief Executive

Please contact Democratic Services if you have any queries regarding this agenda.
democratic.services@crawley.gov.uk

Published 7 December 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 Deputy 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 Deputy 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 20 October 2021.

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4. Communications

To receive and consider any Deputy Mayor's announcements or communications, including any additional Cabinet Member announcements.

The Deputy Mayor will also present each of the following Members with a badge commemorating their long service as a Member of Crawley Borough Council:-

AWARD	NAME
35 Years	Councillor B Smith
30 Years	Councillor Lanzer
10 Years	Councillor Millar-Smith

5. Public Question Time

To answer public questions under Full Council Procedure Rule 1.1-E. The questions must be on matters which are relevant to the functions of the Council, and should not include statements.

One supplementary question from the questioner will be allowed.

Up to 30 minutes is allocated to Public Question Time.

	Pages
<p>6. Consideration of Full Council Recommendations and Call-In Decisions</p> <p>To consider any recommendations before the Full Council or items which have been Called-In.</p> <p><i>NB In advance of the meeting Political Groups will identify which recommendations they do not wish to reserve for debate.</i></p>	33 - 72
<p>7. Notice of Motion 1 - Amending the Targets Within the Climate Emergency Action Plan</p> <p>To consider, in accordance with Full Council Procedure Rule 1.1-H, the following Notice of Motion to be moved by Councillor Crow and Seconder Councillor Piggott.</p>	73 - 74
<p>8. Councillors' Questions Time</p> <p>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.</p> <p>There are two methods for Councillors asking questions:</p> <ol style="list-style-type: none"> 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. <p>Councillors have the opportunity to ask oral supplementary questions in relation to either of the methods above.</p>	
<p>9. Receiving the Minutes of the Cabinet, Overview and Scrutiny Commission and Other Committees including Items for Debate</p> <p>To receive the minutes of the meetings of the Cabinet, Overview and Scrutiny Commission and Committees, as listed on page 33, and set out in the appendices to this item and to debate any Reserved Items contained within those Minutes.</p> <p><i>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.</i></p>	
<p>10. Supplemental Agenda</p> <p>Any urgent item(s) complying with Section 100(B) of the Local Government Act 1972.</p>	

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Crawley Borough Council

Minutes of Full Council

Wednesday, 20 October 2021 at 7.30 pm

Councillors Present:

M Flack (Deputy Mayor)

Z Ali, M L Ayling, A Belben, T G Belben, J Bounds, S Buck, B J Burgess, R G Burgess, R D Burrett, D Crow, C R Eade, R S Fiveash, I T Irvine, K L Jaggard, G S Jhans, K Khan, M G Jones, P K Lamb, R A Lanzer, T Lunnon, S Malik, K McCarthy, J Millar-Smith, M Morris, C J Mullins, S Mullins, M Mwangale, A Nawaz, D M Peck, A Pendlington, M W Pickett, S Piggott, S Raja, B A Smith and P C Smith

Also in Attendance:

Mr Peter Nicolson and Mr Russell Brown

Officers Present:

Natalie Brahma-Pearl	Chief Executive
Siraj Choudhury	Head of Legal, Governance and HR
Heather Girling	Head of Corporate Finance
Karen Hayes	Democratic Services Officer
Chris Pedlow	Democracy & Data Manager

1. Moment of Reflection

The Deputy Mayor held a minute of silence as a mark of respect to Sir David Amess MP, who was tragically killed on 15 October 2021. The Deputy Mayor spoke of her sadness over the murder of Sir David Amess and announced that on behalf of the Council she would be writing to Sir David's widow and family to pass on its condolences. The Deputy Mayor invited the two Group Leaders Councillors Crow and Lamb respectively to say a few words over the sad loss of Sir David. Then Councillor Millar-Smith paid her personal respects to the passing of Sir David Amess with a heartfelt tribute.

The Deputy Mayor then held a minute's silence in memory of former Mayor and Councillor Peter Milton who sadly passed in July 2021. The Deputy Mayor invited representatives from each party to pay tribute, Councillors Lanzer, C Mullins, Irvine and B Smith all paid their respects with touching tributes.

2. Disclosures of Interest

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

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3. Minutes

The minutes of the meeting of the Full Council held on 14 July 2021 were approved as a correct record and signed by the Deputy Mayor.

4. Communications

The Deputy Mayor addressed the Full Council and thanked members across the chamber for their support since she began covering the duties of Mayor in September 2021, as it is a role she had not necessarily been expecting to take on. It was also confirmed she would be continuing to support the British Red Cross as the Mayoral Charities as previously planned for 2021-22 municipal year. She would also be supporting a local charity, SEDS – the Sussex Ehlers-Danlos Syndromes and Hypermobility Disorders Support. SEDS is a charity very close to her heart, as she came across it when accessing support personally. It was noted that the charity not only raises awareness of the condition to the public, which was particularly crucial given the often-invisible nature of it, but also effectively lobbies the local CCG to ensure that medical professionals in the local area were educated and understand the condition. The charity also provides vital support to members in answering their queries and helping them to access support. Councillor Flack commented that she was looking forward to raising some vital funds for those charities over the course of the remainder of the Council year. The Deputy Mayor also declared that her consort for the year would be Peter Lamb.

The Deputy Mayor then gave the Full Council a brief update of what she had been doing so far, including visiting the Gurdwara, to celebrate the 400th birthday of one of their gurus, attended an exhibition at Crawley Museum, put on for Black History Month and also visited Crawley Community Action which was formerly known as Crawley CVS on their 60th anniversary. It was noted that the Deputy Mayor would be at the Remembrance Service on the 14th November at St Johns Church.

In a further communication item, the Leader of the Council, Councillor Lamb confirmed that, following Councillor Fiveash having resigned from his Cabinet position, that the new Deputy Leader of the Council would be Councillor Peter Smith, who would also remain as the Cabinet Member for Planning and Economic Development. The Leader in doing so thanked Councillor Fiveash for his work as the Deputy Leader and the Cabinet Member for Resources during this municipal year and wished him all the best in his future endeavours.

5. Public Question Time

Questioner's Name	Name of Councillor Responding
Richard Symonds – Ifield Society <i>Is the 'Water Neutrality' Directive from Natural England a 'show-stopper' when it comes to large developments - such as the West of Ifield masterplan within our ancient Parish?</i>	Councillor Peter Smith – (Cabinet Member for Planning and Economic Development) <i>Natural England is a government agency and they sent the Council a position statement on 14 September this year which was entirely unexpected. It has an immediate effect on the Sussex North Water Supply route which is managed by</i>

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Questioner's Name	Name of Councillor Responding
<p><u>Supplementary Question –</u></p> <p><i>Will Crawley Borough Council support a letter-writing campaign urging Homes England to withdraw their masterplan of 10,000 houses West of Ifield, the first phase being 3500 houses of Ifield golf course and the parish brook meadows?</i></p>	<p><i>Southern Water. The position statement applies to most of Crawley and Manor Royal and it stops the council approving new applications and giving planning applications where there is an increased water demand implication, which is of course almost all planning applications. It is preventing affordable schemes from coming forward and stopping people getting their extensions. We need to find a solution and we are cooperating with Natural England, Southern Water and other affected planning authorities to develop a Water Neutrality Strategy which will take some months to put into place. We currently have a large number of household applications that are already affected by this position statement and more coming in, together with major applications for commercial development, which is preventing investment in Crawley and potential employment. In the longer term Southern Water are proposing to install new abstraction facilities. The majority of the West of Ifield site lies in Horsham district and they will decide the planning application for this site and Crawley will only be a consultee. I cannot say what effect the Natural England position statement will have, but Homes England is a government agency and there is no guarantee that this will prevent the West of Ifield site development.</i></p> <p><i>Crawley Borough Council would encourage all those who object to the proposals to use every avenue available to ensure their voice is heard by Homes England. That could include a letter writing campaign or more importantly ensuring that they participate in any formal public consultation run by Homes England. It is important to demonstrate objections in numbers and a lack of overwhelming opposition in the public responses is likely to be used as evidence of public support when planning permission is sought.</i></p>

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Questioner's Name	Name of Councillor Responding
Mr Khan – Bewbush	<i>In line with the Constitution, the Mayor rejected the question as it related directly to an individual's case. Mr Khan was then asked to leave the meeting due to his disruptive behaviour. After initially refusing to leave the meeting, he left the meeting before being excluded.</i>
<p>Child – Broadfield</p> <p><i>If we shut down all adventure playgrounds the normal parks aren't as safe so what do we do?</i></p>	<p>Councillor Chris Mullins – (Cabinet Member for Wellbeing)</p> <p><i>We are still about making provision for our children with good provision and facilities in Crawley. Unfortunately we have to rationalise things every now and again. We will be having good provision for children and we won't be closing 2 of the adventure playgrounds, they will be open in an unsupervised way. They will be looked after and children will still be able to go there with their parents. But they will be open for longer than the present facilities. We are looking to do things in a different way for our young people and their families.</i></p>
<p>Phil Hayes – Langley Green</p> <p><i>Councillor Mullins previously mentioned the miners' strike in 1984, as background to the Play Service, this was flourishing then, there were 11 centres which catering for all young people. I believe today's people who are now in their 40s benefited from the Play Service. The service is an important part of Crawley's lifestyle and it helps children's health and social wellbeing.</i></p> <p><u>Supplementary Question –</u></p> <p><i>How many councillors attended the 2 facilities to actually see what went on?</i></p>	<p>Councillor Brenda Smith – (Ward Councillor for Langley Green & Tushmore)</p> <p><i>Our play centres have and continued to be excellent and support young people in the town and it is vital that we continue to make those provisions for them. It is people like Phil Hayes that make our playgrounds work and who are passionate for keeping facilities for young people. He should be thanked and the other play leaders for their dedicated service.</i></p> <p><i>Two Councillors responded they had visited sites.</i></p> <p>Councillor Sue Mullins – (Ward Councillor for Langley Green & Tushmore)</p> <p><i>We owe Phil Hayes thanks especially for Cherry Lane. My children had a fantastic</i></p>

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Questioner's Name	Name of Councillor Responding
<p><i>I believe in the Play Service and I believe in young people. Mental health are Covid are big issues but when children have room to play those issues are reduced. The parents get involved too and the service assists parents as well as the children.</i></p>	<p><i>time and life skills. I want children to continue to enjoy them safely. Long may the adventure playgrounds last in whatever form.</i></p>
<p>Robin Burnham – Bewbush</p> <p><i>Councillor Fiveash opposed the cuts and closures of the adventure playgrounds. He fought and won an agreement from Peter Lamb to keep the equipment in Bewbush and Broadfield adventure playgrounds and to see if within the budget there was a way to keep the adventure playgrounds going. I would stress that in order to keep the adventure playgrounds going we do need the professionals with jobs to do this and Crawley has the highest level of unemployment. The council's budget (which comes from us) is available on the council's website and the public are going to look at ways to find the finance for the sites: it needs to be for all 4 sites. Can I have an assurance from the council that when these suggestions from the public are brought in with regards to the finance to be found that they are considered please?</i></p> <p><u>Supplementary Question –</u></p> <p><i>For clarification was that a 'yes' that the council will let the public have its voice?</i></p> <p><i>I live in Bewbush and myself and other residents were not aware of the consultation, not a phone call or leaflet.</i></p>	<p>Councillor Peter Lamb – (Leader of the Council)</p> <p><i>We did modify the proposal following Councillor's Fiveash's request, which amended the decision to 'mothball' them as opposed to progress them into something else. We are continuing to try and find ways to preserve all 4 sites or bring some back depending on what options are presented. I would heartedly encourage every person in the community to go through the council's budget in detail as people will be surprised just how challenging the current situation is. Just over 10 years' ago we had a budget 3 times that we do now. The fact that we are still able to pick up people's bins weekly is remarkable. When we consulted that was the issue that residents were most keen on preserving over all other considerations. I am happy for people to look through the budget and we will consider suggestions. This is the first set of cuts carried out in 7 years, triggered by the pandemic and we have not been left with any other option and it is not being done because we want to but because we have to.</i></p> <p><i>We have already allowed the public to have its voice and will continue to do so. We will consider suggestions but we cannot stop council decisions in February where it will impact on delivery of services and quality of life.</i></p>

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Questioner's Name	Name of Councillor Responding
<p>Leila Mill – Broadfield</p> <p><i>It is upsetting for me personally that my children's future and our children's future is on the backburner of bins being collected. I didn't receive any leaflets I didn't know about the consultation. Phil was to me in my childhood, what these lovely people are to my children. The importance of the adventure playground being supervised is major and to go and be independent and to learn life skills away from their parents. I can take my kids to any park but the fact that they get to go to these places where there is independence for them to learn is heavenly. Are we going to have something inside the town centre that is supervised similar to previous?</i></p>	<p>Councillor Chris Mullins – (Cabinet Member for Wellbeing)</p> <p><i>It is not a decision we want to do, and if we were in a different situation we would do things differently. But we are looking at how we can still make good provision for our children. We understand the importance of health and wellbeing and we are looking at alternatives throughout the town. That's the reason we are going to run 2 of the sites unsupervised until we can find alternative approaches. We cannot find finance for staffing all the adventure playgrounds any longer.</i></p>

6. **Petitions - "the closure and change of use for the Millpond site at Bewbush and the site at Cherry Lane, Langley Green"**

The Full Council considered an e-petition, submitted via change.org and in a CSV format, received by the Council's Petitions Officer. As the petition contained over 1000 (approximately 1950) valid signatures it was required to be debated by Full Council. The petition stated as follows "On the closure and change of use for the Millpond site at Bewbush and the site at Cherry Lane, Langley Green".

"Please find attached the completed petition representing people's views regarding the closure and change of use for both the Millpond site at Bewbush and the site at Cherry Lane, Langley Green"

Councillors were informed that as the Full Council was the decision maker regarding the changes to the Adventure Playgrounds as a clearly identifiable saving within the Budget setting report and therefore, the Full Council retained the decision making power in respect of the petition before them. The Deputy Mayor reminded Members that the Constitution limits debates on petitions to 30 minutes per meeting.

Natalie Campbell, the Principal Petitioner, presented the petition to the Full Council (the presentation is attached as Appendix B to these minutes).

Councillor C Mullins, as Cabinet Member for Wellbeing addressed the meeting, thanking the Principal Petitioner for submitting the petition. Councillor C Mullins, then made the following points including:

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- Reiterated it was a difficult decision to make but the council was in a challenging financial situation as a result of the pandemic.
- It was planned to 'mothball' two sites, with others as unsupervised. It was noted that the staffing figure was not attainable.
- The unsupervised sites would mean that there would be more available.
- It was acknowledged that the service was governed by the HSE and has to ensure that the standard of equipment meets the highest specification.
- Following the serious accident a few years' ago at Cherry Lane adventure playground all equipment was removed, albeit equipment that had been passed by the HSE. In order to meet safety standards equipment costs are in excess of £200,000 per site and consequently refurbishment programme and equipment costs are not feasible.

The Deputy Mayor then opened the debate to the floor.

Councillor Crow's comments included –

- Covid has changed how services are run.
- Health and safety has changed and affected ways of working and it now becomes more expensive to provide a service.
- It is not a decision that the Council wanted to take, it was a decision that resulted from public consultation. Preserving weekly bin collection was a greater priority for the Council but other options could come forward and be costed, then those should be investigated.

Councillor Jones' comments included –

- Never wanted to reduce services and some difficult decisions had to be made.
- Cabinet Members had been responsive to residents and ward Councillors.
- Wanted to maintain Millpond to remain open as a play area.
- There was a balance to be made between the concerns with what could be achieved.
- There would be an outreach play service that would go out to areas across the Borough.
- There was a need to see what possibilities were with community groups taking over the remaining sites and would be an interesting opportunity to explore.

Councillor Lanzer's comments included –

- Despite the amount of additional Covid funding, the severity of the financial situation should not be underestimated.
- The ability to maintain the sites proved costly.
- It was remarked again that each playground attendance costs the taxpayer £30 and there had been a 68% reduction in attendance since 2002/2003 and that to keep all 4 adventure playgrounds open would cost £500,000 of initial investment to bring them up to standard.
- Any community group or commercial enterprise that enters into this process with the facts as an investment would be required to bring the adventure playgrounds up to the required standard particularly in the area of health and safety. Plus an ongoing commitment to either fund attendance to £30 per head (if all 4 sites were opened) or a combination of charging.
- There was full consultation on the budget prior to February 2021, and the refuse collection service there was held in high regard but there is an opportunity for this Council to lead on this (particularly now whilst in tight political control). There would be a time when switching to fortnightly collections was inevitable, which would increase recycling and also provide a saving which could be used on other services.

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Councillor S Mullins' comments included –

- Passionate about the adventure playgrounds, they were important now and in the future. But we need to be practical. The budget and finances make for poor reading and books need to be balanced.
- Biggest complaint received about the adventure playgrounds, was that 'when I go they were closed'. The compromise was the unsupervised sites as the equipment and sites will still be there for use.

Councillor Fiveash's comments included –

- Adventure playgrounds are vital in Crawley and the decision to close Bewbush was taken too quickly. To keep Waterlea open and Bewbush closed just defied logic given the numbers within the deprived neighbourhoods.
- Furnace Green residents have Tilgate Park a few minutes' walk away.
- The community want them back and want to run them for the benefit of the community so the people who are passionate about the sites are available and we need to listen to the people we claim to represent.
- Losing these provisions increases youth crime.

Councillor B Burgess' comments included –

- The parents benefit as well from attending the play sites.
- Think there is an opportunity to outsource the provision of the play service.

The Deputy Mayor informed the Full Council that the 30 minutes was about to end and as such the last speaker on the petition, would be the Leader of the Council.

Councillor Lamb's comments included –

- Clear from debate that this issue means a lot to the town. The sites were a premier attraction for children in the town. Unfortunately, times have changed and levels of use have reduced.
- Consultation took place during a pandemic however it did cover the whole town and received the highest levels of feedback.
- There was a legal requirement to balance the budget.
- A community group could take over the sites the council will work with the groups to look towards this possibility, however they would need to meet all legislative and regulatory requirements including health and safety. Sites that are not staying open are being 'mothballed', two sites to become unsupervised.
- There had been heightened correspondence on this matter, of which they made it clear that there were two sites that have been paramount in people's minds that is Cherry Lane and the Millpond.

Councillor Lamb in closing the petition debate then moved a recommendation *Option D – Make any other recommendations relating to the petition to the Full Council for its consideration*. He proposed as his alternative option that the original Full Council decision that Cherry Lane and Waterlea be retained for unsupervised play, be changed, namely, that Cherry Lane and the Millpond be retained as unsupervised play.

He commented part of the rationale behind this Option D proposal was down to the heightened correspondence he and others had received over the importance of retaining both Cherry Lane and the Millpond.

Councillor C Mullins' then seconded the proposal.

The Deputy Mayor then invited members to put forward alternative options for the Full Council to vote upon.

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Councillor Crow's comments included –

- Would support Option B. The option to switch which sites and equipment would be remaining is a larger body of work. Option D had not been scrutinised, there was no evidence and discussion or public consultation. It would not be good governance.
- Option B would still allow this approach and could allow further scrutiny to take place and the decision being taken in November.

Councillor Ali's comments included –

- Good gesture to keep sites open but just to switch sites at the last minute was not a fair decision and has not included any public consultation. The people that use Waterlea believe that site will be kept open.

Councillor Ayling's comments included –

- Attended the Millpond and upon speaking to the parents they were able to voice their dissatisfaction. The site was well used and the children were enjoying the facilities.
- Had a public meeting to discuss options and we are aware of the financial implications but need to find a way forward.

Councillor McCarthy's comments included –

- It was unfair to switch a play area where people aren't represented in the chamber. The proposal moved has not had any scrutiny and the geographical implications have not been considered.

The Deputy Mayor then invited the Head of Legal, Governance and HR as the Monitoring Officer to confirm what had been moved during the debate and provided any advice he feels was necessary. The Monitoring Officer, addressed the meeting stating that the 'proposal moved by Councillor Lamb and seconded by Councillor C Mullins proposed making changes to sites made by Full Council in February 2021 as part of identified savings. More than 6 months had passed so it was possible to make a change as long as it was a Full Council decision. Point has been made about scrutiny, Options B and C were in the report about referring to Cabinet and to have some detailed considerations of data, financial implications, health and safety and equality impact assessments which may arise from whatever course of action is taken. It is an opportunity to obtain professional advice from officers in the form of a report. By taking a decision tonight, which is the proposal, (Option D), Councillors would be making a decision based on the information acquired tonight during the course of the debate. The risk of that was there may be some material considerations which may be missed. It is difficult at this point to assess what those material considerations might be. The Deputy Mayor, as the Chair will take a view as to whether members are equipped to make the decision and members should be encouraged to do the same. Members should be reminded that within the Code of Conduct members are encouraged to use best evidence when making decisions.'

Councillor Crow then formally moved Option B to refer the matter back to Cabinet which could potentially look at the switching of sites, but not predetermine it. Councillor McCarthy seconded the proposal.

The Deputy Mayor called for votes on the proposals as to how to respond to the petition, and the votes would occur in the order that they had been moved during the debate. Clarity was also then provided to the Principal Petitioner and the public present as to what was happening, in terms of what each of the proposals being voted upon would mean in practical terms.

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The Deputy Mayor stated that as there were multiple options moved it would not be possible for an unanimous decision on the petition. So in line Council Procedure Rule F.4, all votes on the petitions were required to be a recorded vote.

The Deputy Mayor invited the Democracy and Data Manager to administer the recorded vote on Councillor Lamb's proposal of Option D and the alternative recommendation that the original decision that Cherry Lane and Waterlea be retained for unsupervised play, be changed by Council, namely that Cherry Lane and the Millpond be retained as unsupervised play.

Voting in Favour: Councillors: Ayling, Buck, Fiveash, Flack, Irvine, Jhans, Nawaz, Jones, Khan, Lamb, Lunnon, Malik, C Mullins, S Mullins, Pickett, Raja, B Smith, P Smith (18)

Voting Against

Councillors Ali, A Belben, T Belben, Bounds, B J Burgess, B G Burgess, Burrett, Crow, Eade, Jaggard, Lanzer, McCarthy, Millar-Smith, Morris, Mwagale, Peck, Pendlington, Piggott (18).

Abstentions: (0)

Having put it to the vote which resulted in a tie, the Deputy Mayor used her casting vote to vote in support of the proposal, moved by Councillor Lamb.

RESOLVED

That the Council approves Option D, an alternative recommendation that its original decision that Cherry Lane and Waterlea be retained for unsupervised play, be changed, namely that Cherry Lane and the Millpond be retained as unsupervised play.

Councillor Burrett raised a point of order, and asked that it be recorded over the decision taken by the Full Council, that 'this Council has now taken a decision without a relevant report and without the regard of taking officer advice. Where does that leave that decision?'

The Monitoring Officer reconfirmed that the interpretation of the Constitution was down to the Chair, the Deputy Mayor, and as a result the Full Council has proceeded with approving the proposal and thus made a valid decision.

7. Procedural Motion to suspend a particular Full Council Procedure Rule - to suspend the Chair's casting vote.

Councillor Crow put forward a Procedural Motion in accordance with Full Council Procedure Rules, to suspend a particular Full Council Procedure Rule, namely the Chair's casting vote. This was seconded by Councillor McCarthy.

The Deputy Mayor sought advice on the Procedural Motion from the Head of Legal, Governance and HR as the Monitoring Officer.

The Monitoring Officer commented that Councillor Crow was proposing to use Procedural Motion 13.1 to suspend the Mayor's casting vote and a similar Procedural Motion at the AGM. However, paragraph 8.1 of the introduction of the Council's

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Constitution states *that the purpose of any suspension should be to enhance the democratic process and not to restrict it*. Referring to the Local Government Act 1972 s39 this covers meetings and proceedings of Local Government and that requires Local Government business to be dealt with by a simple majority and that includes use of the casting vote in the event of a tie. That is the democratic process set out by legislation and Crawley's constitution aligns with that. Departing from that, and using the procedural motion you are wishing, would restrict democratic process which would remove a well-established process for removing deadlock. On that basis, the advice of the Monitoring Officer was that the Deputy Mayor does not allow the vote on this procedural motion and continue with the business of the meeting.

In response Councillor Crow, commented that the casting vote had just been used to hinder the democratic process as a decision had just been taken with the Deputy Mayor's casting vote that had not been scrutinised.

The Deputy Mayor responded by, thanking Councillor Crow, stating that his last point had been noted and that she would be following the Monitoring Officer's advice to not allow the procedural motion for the same reasons provided.

8. Review of May 2021 Polling Arrangements - Recommendation 1

The Full Council considered report [LDS/171](#) of the Head of Legal, Governance and HR which requested Members consider the outcome of the temporary changes to the Scheme of Polling Places made for the elections held on 6 May 2021 and decide whether to make any changes to the existing Scheme (adopted in 2019) either on a permanent or temporary (one year) basis.

The item had been previously considered at the Governance Committee on 21 September 2021. Councillor McCarthy moved the recommendation which was seconded and supported by Councillor Burrett.

Councillor Lunnon moved and presented the amendment, (Amendment 1) to the Recommendation, seconded by Cllr Lamb, which was:

That the Full Council be recommended to approve the proposed Polling Scheme (as being proposed in Recommendation 1) with the following changes:

*(The new words are in **Bold** and words crossed through to be removed)*

Polling District	Borough Ward	County Division	Polling Station	Electorate (Sept 2021)	Postal Voters	Polling Station Voters
LAB	Bewbush and North Broadfield	Broadfield	Broadfield Scout Hut Broadfield Community Centre	970	232	738
LBB	Broadfield	Broadfield	Creasys Drive Adventure Playground Broadfield Community Centre	2651	696	1955
LEB	Gossops Green and	Broadfield	Broadfield Scout Hut	828	299	529

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	North-East Broadfield		Broadfield Community Centre			
LJA	Pound Hill North and Forge Wood	Pound Hill	Milton Mount Community Centre The Grattons Indoors Bowls Club	2872	649	2223

In response to Councillor Lunnon's amendment Councillor McCarthy tabled a further amendment (Amendment 2) from the floor, which was seconded by Councillor Burrett:

That the Full Council be recommended to approve the proposed Polling Scheme (as being proposed in Recommendation 1) with the following changes:

*(The new words are in **Bold** and words crossed through to be removed)*

Polling District	Borough Ward	County Division	Polling Station	Electorate (Sept 2021)	Postal Voters	Polling Station Voters
LAB	Bewbush and North Broadfield	Broadfield	Broadfield Scout Hut Broadfield Community Centre	970	232	738
LBB	Broadfield	Broadfield	Creasys Drive Adventure Playground Broadfield Community Centre	2651	696	1955
LEB	Gossops Green and North-East Broadfield	Broadfield	Broadfield Scout Hut Broadfield Community Centre	828	299	529
LJA	Pound Hill North and Forge Wood	Pound Hill	The Grattons Indoors Bowls Club	2872	649	2223

The Deputy Mayor invited Councillor Lunnon to respond to the tabled amendment, where he confirmed that he would be willing to withdraw Amendment 1 and instead second Councillor McCarthy's proposal, if he included the Amendment 2 as part of substantive proposal that would be put to the Full Council for its consideration.

Councillor McCarthy, then moved to the Recommendation 1 with the inclusion of Amendment 2, which was seconded by Councillor Lunnon.

With no further speakers the Deputy Mayor called for a vote, which was carried unanimously.

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RESOLVED

Polling District	Borough Ward	County Division	Polling Station	Electorate (Sept 2021)	Postal Voters	Polling Station Voters
LAA	Bewbush and North Broadfield	Bewbush and Ifield West	Bewbush Centre	6206	1077	5129
LAB	Bewbush and North Broadfield	Broadfield	Broadfield Scout Hut	970	232	738
LAC	Bewbush and North Broadfield	Southgate and Gossops Green	Bewbush Centre	42	8	34
LBA	Broadfield	Broadfield	Broadfield Community Centre	4645	884	3761
LBB	Broadfield	Broadfield	Creasys Drive Adventure Playground	2651	696	1955
LD	Furnace Green	Tilgate and Furnace Green	Furnace Green Community Centre	4481	1072	3409
LEA	Gossops Green and North-East Broadfield	Southgate and Gossops Green	Gossops Green Community Centre	3929	890	3039
LEB	Gossops Green and North-East Broadfield	Broadfield	Broadfield Scout Hut	828	299	529
LFA	Ifield	Langley Green and Ifield East	Ifield Community Centre	3579	819	2760
LFB	Ifield	Langley Green and Ifield East	Ifield Community Centre *	782	249	533
LFC	Ifield	Bewbush and Ifield West	Ifield West Community Centre	2242	402	1840
LFD	Ifield	Bewbush and Ifield West	Ifield West Community Centre *	590	188	402
LGA	Langley Green and Tushmore	Langley Green and Ifield East	Langley Green Centre	5562	1014	4548
LGB	Langley Green and Tushmore	Northgate and West Green	Northgate Community Centre	485	115	370
LHA	Maidenbower	Maidenbower and Worth	Maidenbower Community Centre	2849	628	2221

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LHB	Maidenbower	Maidenbower and Worth	Maidenbower Community Centre*	3903	1106	2797
LIA	Northgate and West Green	Northgate and West Green	Northgate Community Centre	3479	645	2834
LIB	Northgate and West Green	Northgate and West Green	The Charis Centre	4127	875	3252
LJA	Pound Hill North and Forge Wood	Pound Hill	The Grattons Indoors Bowls Club	2872	649	2223
LJB	Pound Hill North and Forge Wood	Pound Hill	Wakehams Green Community Centre	1677	277	1400
LJC	Pound Hill North and Forge Wood	Pound Hill	Wakehams Green Community Centre *	2076	497	1579
LKA	Pound Hill South and Worth	Three Bridges	Pound Hill Community Centre	2767	577	2190
LKB	Pound Hill South and Worth	Pound Hill	St Edward the Confessor Church Hall	1138	270	868
LKC	Pound Hill South and Worth	Maidenbower and Worth	St Edward the Confessor Church Hall	2310	643	1667
LLA	Southgate	Southgate and Gossops Green	St Mary's Church Hall	2991	731	2260
LLB	Southgate	Southgate and Gossops Green	Southgate West Community Centre	2901	832	2069
LLC	Southgate	Northgate and West Green	Southgate West Community Centre	632	194	438
LMA	Three Bridges	Three Bridges	Montefiore Institute	2787	656	2131
LMB	Three Bridges	Three Bridges	Three Bridges Community Centre	1849	489	1360
LMC	Three Bridges	Three Bridges	Holiday Inn Express	1273	246	1027
LMD	Three Bridges	Northgate and West Green	The Town Hall	391	78	313
LNA	Tilgate	Tilgate and Furnace Green	Tilgate Community Centre	2376	495	1881

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LNB	Tilgate	Tilgate and Furnace Green	Holy Trinity Church Hall	2083	394	1689
				81473	18227	63246

* = temporary polling place to remain in force up to and including elections to be held on 5th May 2022

9. Crawley City Status Bid - Recommendation 2

The Full Council considered report [CEx/56](#) of the Chief Executive. Councillor Lamb, as the Leader of the Council, introduced the report that sought agreement for preparation and submission of a bid for 'City Status', for Crawley, as part of the Platinum Jubilee Civic Honours Competition, which was part of the celebrations marking the Queen's 70 years (Platinum Jubilee) on the throne. It was noted that in 2022 Crawley would be celebrating its 75th anniversary (Diamond Jubilee) as a New Town and it would be fitting to celebrate both events with Crawley receiving 'City Status.'

Councillor Crow seconded the recommendation.

Councillor Lanzer also spoke on the item and in support of the recommendation.

RESOLVED

That Full Council agrees

- a) to the preparation and submission of a City Status bid for Crawley Borough as part of the Platinum Jubilee Civic Honours Competition and
- b) that the Council will commence a community stakeholder consultation exercise, that will run from 21 October 2021 to 18 November 2021.
- c) to delegate the submission of the bid to the Chief Executive in consultation with the Leader.

10. Notice of Motion 1 - Motion Amending the Requirements of a Procedural Motion

The Council considered the [Notice of Motion 1](#) – Motion Amending the Requirements of a Procedural Motion as set out on page 93 of the Full Council's agenda.

The Motion was moved and presented by Councillor Lamb and doing so gave further explanation on the reasoning behind the Notice of Motion, which was seconded by Councillor Lunnon.

Councillor Crow was then invited to move the Conservative Amendment to Notice of Motion 1. Councillor Crow commented that he would not be moving the published amendment yet, instead moving from the Full Council Procedures Rules a Procedural Amendment, 11.1F *To refer something to an appropriate body or individual*, namely that Full Council resolves to refer the Motion to the Governance Committee for detailed consideration including an officer report.

Councillor McCarthy seconded the Procedural Motion.

11. Vote to Extend 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 8.3, was held. The Deputy Mayor required the Full Council to consider if it wished to continue with the meeting.

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

12. Notice of Motion 1 - Motion Amending the Requirements of a Procedural Motion - (Continued)

Following the agreement of the Full Council to continue the meeting, the Deputy Mayor restarted the discussion on the Notice of Motion 1 – Motion Amending the Requirements of A Procedural Motion and Councillor Crow's moved Procedural Motion.

Councillor Lunnon responded to the Procedural Motion, and in doing so spoke, against it as he felt it duplicated the previous discussion earlier during the meeting (item 7) regarding the use of the Chair's/ Deputy Mayor's casting vote.

The Deputy Mayor sought advice on the Procedural Motion from the Head of Legal, Governance and HR as the Monitoring Officer, who commented that there was a technical point as to what the appropriate body (referred to in 11.1F) for constitutional amendments would be. Ultimately the Full Council had the responsibility, but it does delegate discussion on the constitution to the Governance Committee. The Monitoring Officer's advice given on the use (and potential suspension) of the Chair's casting vote an earlier in the meeting (item 7) remained the same and it was stressed that that advice would be provided to the Governance Committee or Full Council.

The Deputy Mayor invited any further comments on the Procedural Motion and on the Notice of Motion. Councillor Burrett spoke in support on the Procedural Motion.

The Deputy Mayor accepted Councillor Crow's proposed Procedural Motion re: 11.1F *To refer something to an appropriate body or individual*, namely the discussion on the proposed Constitutional change to the Governance Committee, and put it to the vote.

There were 18 votes in favour and 18 against with 0 abstentions.

Having put it to the vote which resulted in a tie, the Deputy Mayor used her casting vote to decide against the Procedural Motion and declared that the Procedural Motion re: 11.1F had fallen by 19 votes against the motion and 18 for the motion and 0 abstentions.

Following an invitation from the Deputy Mayor, Councillor Crow then moved the [Conservative Amendment](#), (as published in *Supplementary Agenda Order Paper*). The proposed amendment was 'Full Council resolves to refer to the Governance Committee for detailed consideration, as per the usual practice for changes to the constitution, the following proposed change to section 13.1 of the Full Council Procedure Rules within the Constitution, so that it reads:

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All Full Council Procedure Rules, except Rules 1.2(C1) (signing of minutes) and 10.4 (holding a recorded vote), may be suspended if they receive a majority of support from members present, as set out in Rules 10.2 (majority) and 10.3 (Mayor's casting vote). Suspension will only apply for the duration of that meeting.'

Councillor Burrett seconded the amendment and spoke on the Amendment.

Councillors Lunnon, B Burgess, and McCarthy all spoke on the debate on the Notice of Motion and the Amendment.

The Mayor then called for a vote on the Conservative Amendment to Notice of Motion 1 – Motion Amending the Requirements of a Procedural Motion

There were 18 votes in favour and 18 against with 0 abstentions.

Having put it to the vote which resulted in a tie, the Deputy Mayor used her casting vote to decide against the Conservative Amendment and declared that the amendment had fallen by 19 votes against the motion and 18 for the motion and 0 abstentions.

The Mayor then called for a vote on the Notice of Motion 1 – Motion Amending the Requirements of a Procedural Motion

There were 18 votes in favour and 18 against with 0 abstentions.

Having put it to the vote which resulted in a tie, the Deputy Mayor used her casting vote to decide in favour and declared that the Notice of Motion 1 – Motion Amending the Requirements of a Procedural Motion had been carried.

RESOLVED

Full Council resolves to amend section 13.1 of the Full Council Procedure Rules within Constitution, so that it reads:

All Full Council Procedure Rules, except Rules 1.2(C1) (signing of minutes) and 10.4 (holding a recorded vote), may be suspended if they receive a majority of support from members present, as set out in Rules 10.2 (majority) and 10.3 (Mayor's casting vote). Suspension will only apply for the duration of that meeting.

13. Notice of Motion 2 - Land West of Ifield / Crawley

The Council considered the [Notice of Motion 2](#) – Land West of Ifield/ Crawley as set out on page 95 of the Full Council's agenda.

The Motion was moved and presented by Councillor Bounds and in doing so gave further explanation on the reasoning behind the Notice of Motion and the need for the Council to show its objection to the proposed development on the land west of Ifield/ Crawley. Councillor Crow seconded the Motion.

Councillor P Smith then moved and presented the [Labour Amendment](#) (as shown in *Supplementary Agenda Order Paper*). The Amendment was seconded by Councillor Lamb who also spoke on the item.

14. **Vote to Extend the Meeting (Guillotine)**

As the business had not been completed within the additional period of 30 minutes after the vote on continuation, and in line with Council Procedure Rule 8.3, the Deputy Mayor required the Full Council to consider if it wished to continue with the meeting and having put it to the Full Council, the meeting was continued for an additional period not exceeding 30 minutes.

15. **Notice of Motion 2 - Land West of Ifield / Crawley (continued)**

Following the agreement of the Full Council to continue the meeting, the Deputy Mayor restarted the discussion on the Notice of Motion 2 – Land West of Ifield/ Crawley and the related amendment and held a single debate on both elements.

Councillors Crow, Irvine, Burrett, Lanzer and S Mullins all spoke during the debate, as did Councillor Bounds using his right to reply, emphasising that he had hoped that his Notice of Motion would have been seen as apolitical, and whilst it had not been seen that way, it was pleasing that all Members appear to be against the proposed West of Ifield development.

The Mayor then called for a vote on the Labour Amendment to Notice of Motion 2 – Land West of Ifield/ Crawley.

There were 18 votes in favour and 18 against with 0 abstentions.

Having put it to the vote which resulted in a tie, the Deputy Mayor used her casting vote to decide in favour of the Labour Amendment and declared that the amendment had been carried by 19 votes against the motion and 18.

The Mayor then called for the vote on the substantive Notice of Motion, which was carried unanimously.

RESOLVED

Crawley Borough Council formally re-states its strongest possible opposition to the Homes England proposal to build up to 10,000 new homes to the west of Ifield/Crawley.

The Council congratulates the administration for having written some time ago to both Homes England and Horsham District Council on behalf of the council's entire membership, to set out the full range of concerning impacts for Crawley and the environment, including infrastructure pressures, that this development would create, and seeking both maximum mitigation measures and ongoing influence for Crawley throughout the entire process, in order to protect Crawley's interests.

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Receiving the Minutes of the Cabinet, Overview and Scrutiny Commission and Other Committees

Moved by Councillor Flack the Deputy Mayor –

RESOLVED

That the following reports be received:

Audit Committee – 19 July 2021

Planning Committee – 20 July 2021

Planning Committee – 31 August 2021

Overview and Scrutiny Commission – 6 September 2021

Cabinet – 8 September 2021

Licensing Committee – 13 September 2021

Governance Committee – 21 September 2021

Overview and Scrutiny Commission – 27 September 2021

Cabinet – 29 September 2021

17. Councillors' Questions Time

Name of Councillor asking Question	Name of Cabinet Member Responding
<p>Councillor Crow to the Leader of the Council</p> <p><i>Does he share my view that the reputation of this council and that of Crawley was damaged by events at the Tushmore roundabout in July this year and the fact that it took the Mayor 7 weeks to resign?</i></p>	<p>Councillor Lamb – (Leader of the Council)</p> <p><i>I believe that the Mayor did the right thing in resigning and I think that draws a line under that particular issue.</i></p>
<p>Councillor Lunnon to the Leader of the Council</p> <p><i>At the last meeting we talked about honouring Gareth Southgate and I wondered how progress on that was going?</i></p>	<p>Councillor Lamb – (Leader of the Council)</p> <p><i>We are close to an announcement on this, there is a proposal (of which the Leader of the Opposition is aware). There are some legal requirements to attend to but it is hoped that the proposal can be announced soon.</i></p>
<p>Councillor Eade to the Cabinet Member for Housing</p> <p><i>What preparations the council has in place for the shutdown of the analogue telephone lines and the transfer to digitaluk in 2025? What preparations are being made for the Lifeline machines in the future and replacement</i></p>	<p>Councillor Irvine – (Cabinet Member for Housing)</p> <p><i>I'm afraid I don't have the answer to hand. Procedurally it would have been better as a written question but I will take up the queries you have raised and endeavour to come back to you with the answers.</i></p>

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<p><i>machines for the residents that have them now and how it will affect the telephone extension numbers?</i></p>	
<p>Councillor Brenda Burgess to the Cabinet Member for Public Protection and Community Engagement</p> <p><i>Please can you provide an update as to the council's plans to re-settle Afghan refugees</i></p>	<p>Councillor Jones – (Cabinet Member for Public Protection and Community Engagement)</p> <p><i>We are aware of the role that is being undertaken, I believe Kent CC is the primary authority and we liaise with key organisations.</i></p>
<p>Councillor Peck to the Cabinet Member for Environmental Services and Sustainability</p> <p><i>Kingsgate car park was used by many people and was managed by NCP. Please can the Cabinet Member confirm that the car park will be open for Christmas shopping? Will he be able to meet with me as we have other car parks managed by NCP, as they terminated their lease unexpectedly so there is a concern that these other car parks operated by NCP may terminate their lease with the land providers leaving Crawley with a lack of car parks.</i></p>	<p>Councillor Jhans – (Cabinet Member for Environmental Services and Sustainability)</p> <p><i>NCP did terminate their lease quickly and the council will be trying to reopen the car park prior to Christmas. I am not aware of other issues regarding the other car parks but I am happy to meet with you and officers to discuss further.</i></p>
<p>Councillor Piggott to the Leader of the Council</p> <p><i>As Leader of the Council do you feel that residents deserve, in addition to a Deputy Mayor, a full and substantive Mayor at this time?</i></p>	<p>Councillor Lamb – (Leader of the Council)</p> <p><i>We are legally required to operate within the 1972 Local Government Act, which does not provide a mechanism for mid-year elections.</i></p>
<p>Councillor Ali to the Cabinet Member for Environmental Services and Sustainability</p> <p><i>What is the situation with regards to the resources in the Civil Enforcement Team? And would he consider more resources going into Southgate and Gossops Green controlled parking zones particularly around the school times?</i></p>	<p>Councillor Jhans – (Cabinet Member for Environmental Services and Sustainability)</p> <p><i>Interesting question as the council was approached by Gossops Green school to trial safer school streets to allow walking and cycling around school roads. This could be followed up again. As for the Civil Enforcement Officers, everyone knows they are stretched but I am happy to bring up with the team.</i></p>

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<p>Councillor Lanzer to the Leader of the Council</p> <p><i>Given the council's commitment to carbon neutrality by 2050 by virtue of its own operations, and given the uncertainties in the energy supply market, what options are available for accelerating the study of alternatives for the district heat network?</i></p>	<p>Councillor Lamb – (Leader of the Council)</p> <p><i>At the moment hydrogen would not be a cheaper alternative to gas. It is more likely to be 'blue hydrogen' where it is added into the gas in the short term. Realities of the energies prices as we transition to a green economy is that it is going to equate to higher costs. Green solutions need to be cost effective.</i></p>
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18. Guillotine and End of the Meeting

The Deputy Mayor informed the Full Council that as the business of the meeting had not been completed by 11.00pm, and in line with Council Procedure Rule 8.4, the guillotine must fall and the meeting was to end.

It was noted that the only item on the agenda that not been completed and could not be dealt with following the falling of guillotine was *Items For Debate – Review of Hackney Carriage and Private Hire Licensing Policy, Licensing Committee, 13 September 2021 (Minute 4) – Conservative Group.*

The Deputy Mayor closed the meeting.

Closure of Meeting

With the business of the Full Council concluded, the Chair declared the meeting closed at 11.00 pm

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Appendix A

Disclosures of Interest Received

Councillor	Item and Minute	Meeting	Type and Nature of Disclosure
Councillor Ayling	Planning application CR/2018/0064/FUL – Land Parcel Broadwood Rise, Broadfield, Crawley (Minute 4)	Planning Committee 20 July 2021	Personal Interest – member of staff at the Bewbush Academy (in close proximity to the application site).
Councillor Burrett	Planning application CR/2018/0064/FUL – Land Parcel Broadwood Rise, Broadfield, Crawley (Minute 4)	Planning Committee 20 July 2021	Personal interest – member of West Sussex County Council and Chair of the Planning and Rights of Way Committee.
Councillor Irvine	Planning application CR/2018/0064/FUL – Land Parcel Broadwood Rise, Broadfield, Crawley (Minute 4)	Planning Committee 20 July 2021	Personal Interest – member of Crawley Walking and Cycle Forum (a consultee on the application).
Councillor P Smith	Planning application CR/2018/0064/FUL – Land Parcel Broadwood Rise, Broadfield, Crawley (Minute 4)	Planning Committee 20 July 2021	Personal Interest – member of Crawley Walking and Cycle Forum (a consultee on the application).
Councillor A Belben	Planning application CR/2020/0676/FUL – 71a Three Bridges Road, Three Bridges, Crawley (Minute 5)	Planning Committee 20 July 2021	Personal Interest – the agent was previously employed by Cllr Belben regarding a planning application made in 2019.
Councillor Irvine	Planning application CR/2021/0247/FUL – The Office, Crawley Business Quarter, Manor Royal, Northgate, Crawley (Minute 6)	Planning Committee 20 July 2021	Personal Interest – member of Crawley Walking and Cycle Forum (a consultee on the application).
Councillor P Smith	Planning application CR/2021/0247/FUL – The Office, Crawley Business Quarter, Manor Royal, Northgate, Crawley (Minute 6)	Planning Committee 20 July 2021	Personal Interest – member of Crawley Walking and Cycle Forum (a consultee on the application).

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Councillor P Smith	Planning application CR/2021/0247/FUL – The Office, Crawley Business Quarter, Manor Royal, Northgate, Crawley (Minute 6)	Planning Committee 20 July 2021	Personal Interest – Local Authority Director of the Manor Royal Business Improvement District.
Councillor Irvine	Planning application CR/2021/0308/ARM – 42 & 44 Brighton Road, Southgate, Crawley (Minute 7)	Planning Committee 20 July 2021	Personal Interest – Cabinet Member for Housing.
Councillor Irvine	Planning application CR/2021/0249/ARM – Former GSK Manor Royal, Telecon Metals & Carpenters Technology Site, Napier Way, Northgate, Crawley (Minute 8)	Planning Committee 20 July 2021	Personal Interest – member of Crawley Walking and Cycle Forum (a consultee on the application).
Councillor P Smith	Planning application CR/2021/0249/ARM – Former GSK Manor Royal, Telecon Metals & Carpenters Technology Site, Napier Way, Northgate, Crawley (Minute 8)	Planning Committee 20 July 2021	Personal Interest – member of Crawley Walking and Cycle Forum (a consultee on the application).
Councillor P Smith	Planning application CR/2021/0249/ARM – Former GSK Manor Royal, Telecon Metals & Carpenters Technology Site, Napier Way, Northgate, Crawley (Minute 8)	Planning Committee 20 July 2021	Personal Interest – Local Authority Director of the Manor Royal Business Improvement District.
Councillor P Smith	Planning application CR/2021/0174/FUL – Land at Faraday Road & Manor Royal, Northgate, Crawley (Minute 4)	Planning Committee 31 August 2021	Personal interest – Local Authority Director of the Manor Royal Business Improvement District.
Councillor Irvine	Planning application CR/2021/0308/FUL – 42 & 44 Brighton Road, Southgate, Crawley (Minute 5)	Planning Committee 31 August 2021	Personal interest – Cabinet Member for Housing.
Councillor Lanzer	Community Grants Procedure & Outcomes Framework (Minute 4)	Overview and Scrutiny Commission 27 September 2021	Personal Interest – Member of WSCC

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Councillor Lanzer	HASC (Minute 6)	Overview and Scrutiny Commission 27 September 2021	Personal Interest – Member of WSCC
Councillor Burrett	HASC (Minute 6)	Overview and Scrutiny Commission 27 September 2021	Personal Interest – Member of WSCC
Councillor Lanzer	HASC (Minute 6)	Overview and Scrutiny Commission 27 September 2021	Personal Interest – WSCC Cabinet Member for Public Health and Wellbeing
Councillor Bounds	Notice Of Motion 2 – Land West Of Ifield / Crawley – Agenda item 10	Full Council 20 October 2021	Personal Interest – Member (in his personal capacity) of the Save the West of Ifield Committee.

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Principal Petitioner Speech – Natalie Campbell

Firstly, thank you for hearing our petition and allowing us to share our views and passions about the Mill adventure playground in Bewbush with you all. Since starting the petition. I have gained support from Dan at Spotted Media Services, Dean at Sessions Radio, and the team at Delta Security Management to form the community initiative that has supported and helped drive this campaign to Save the Mill at Bewbush.

As a community collaboration we believe that the Mill is worth saving. It is the hub of a diverse town and provides vital services to families who need them. It is also a safe place for our future generations to grow, learn and develop in a safe and positive environment.

As a hub, we believe that these services should be handed back to the community to run and support, in collaboration with various volunteer networks and businesses that are passionate about what they stand for.

With new developments of houses and neighbourhoods being built all over Crawley it seems ludicrous that they start removing facilities to support these communities.

Crawley is such a diverse town with lots of different cultures living and growing together all needing very different supports. A hub like the Adventure playground can be used to help families when they are at their most vulnerable. Having kids is the hardest job in the world and having somewhere to go to just meet and talk to other parents and carers is such a relief and a support. Knowing you are not the only one in a situation or talking best practices can mean the making not breaking of a parent!

For the older children it's a place of safety, so they are not hanging out at the local shopping parades, or the streets getting into trouble. Its somewhere we can offer life skills, support, and most of all memories of a great childhood for them.

We are proposing to support this community-based initiative, not only in the short term, however for future generations, just like the previous generations have benefitted from before.

The decision to close the Mill, which covers a much wider catchment would affect the following areas: Bewbush, Ifield, Gossops Green, Broadfield, Kilnwood Vale and not excluding the wider community in Crawley. To remove these services as they stand would affect such a large area of these communities and future generations of the town, we just can't support the council's decision and urge that we work with you to make the Community initiative a feasible option.

We aim to prove and show that his facility is required for the future generations of the community. Run by the community for the community and the greater

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good of our town. We want to offer life skills to kids who may not have that opportunity in other environments and who may find that the environment of the hub is more absorbing. It needs to be a safe place for kids and families alike and a place where the community can come together to support each other and celebrate.

Its also more than just saving the site, its also securing it for future generations. Its about investing in our future communities who will become our employees, business owners, leaders and they will in turn continue to make Crawley a place to stay and be proud of. The site needs to be self-sufficient, giving an opportunity for local businesses to contribute to the site, offering services in childcare, advise and support all in the name of giving back.

The site has so much potential which we want to expand on this. Working with local business and organisations we can offer more services and support through planned activities, and events. Through local media and social media these events can reach a wider audience and into communities that may not know about the services it can offer.

The community and local business feel that the Mill needs to be saved for the future generations of the town. If we can make the Mill work as per our plan, we can then roll this strategy out at other sites so safe places to play can be available for anyone to access.

In conclusion, we are not going away, and we are going to fight to keep this facility open for the community run by the community, for the benefit of the community.

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) Overview and Scrutiny Commission – 1 November 2021 (*page 35*)

6 b) Overview and Scrutiny Commission – 22 November 2021 (*page 43*)

6 c) Cabinet – 24 November 2021 (*page 53*)

Recommendation 1 – *Budget Strategy 2022/23 – 2026/27 – (Minute 6, page 56)*

Recommendation 2 – *Crawley Homes Rent Overcharge – (Minute 9, page 59)*

Recommendation 3 – *Crawley Innovation Centre – Draft Business Case – (Minute 15, page 66)*

6 d) Planning Committee – 30 November 2021 (*page 69*)

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Crawley Borough Council

Minutes of Overview and Scrutiny Commission

Monday, 1 November 2021 at 7.00 pm

Councillors Present:

T G Belben (Chair)

K Khan (Vice-Chair)

M L Ayling, R G Burgess, S Mullins, A Nawaz, S Piggott and B A Smith

Also in Attendance:

Councillor R D Burrett, I T Irvine, M G Jones and P K Lamb

Officers Present:

Rob Beasey	Planned Maintenance Manager
Carron Burton	HR and OD Manager
Ian Duke	Deputy Chief Executive
Trish Emmans	Community Safety Officer
Heather Girling	Democratic Services Officer
Simon Jones	Head of Digital and Transformation
Matt Lethbridge	Community Services Manager
Joe Mottershead	HR Consultant
Geoff Tarran	Asset Surveyor and Compliance Manager
Kate Wilson	Head of Community Services
Inspector Steve Turner	Sussex Police

Apologies for Absence:

Councillor R A Lanzer and A Pendlington

1. Disclosures of Interest and Whipping Declarations

No disclosures or whipping of interests were made.

2. Minutes

The minutes of the meeting of the Commission held on 27 September 2021 were approved as a correct record and signed by the Chair.

It was queried whether any events had taken place as part of Local Democracy week as the minutes had stated further discussions were to take place. It was confirmed enquiries would be made outside the meeting.

3. Public Question Time

No questions from the public were asked.

4. Safer Crawley Partnership Annual Review and Forthcoming Priorities

The Commission received an update from Inspector Turner, the Head of Community Services, Community Services Manager and the Community Safety Officer, together with Councillor Jones on the annual performance report of the Safer Crawley Partnership along with the future priorities. During the discussion, the following points were expressed:

The purpose of the Safer Crawley Partnership was to reduce re-offending, tackle crime and disorder, anti-social behaviour, alcohol and substance misuse and any other behaviour which had a negative effect on the local community so that people in Crawley were safer and felt safer.

Statutory partners included: WSCC, Sussex Police, West Sussex Fire & Rescue Service, Probation Service and Crawley Clinical Commissioning Group together with other partners including OSPCC, Crawley Community Action, Crawley Open House, Crawley & Gatwick Business Watch and CGL.

The Four priorities:

- Serious and Organised Crime (Modern Slavery and Human Trafficking)
- Street Community
- Protecting Vulnerable Individuals
- Business Crime

2020-2021 funding included:

- Funding allocation from Sussex PCC - £51,362,87
- Project funded in 2020-21
 - £7,200 Greater Change
 - £12,000 West Sussex Analyst post. Responsible for producing the Strategic Intelligence Assessment which uses local data to focus priorities areas and identify core issues in Crawley and assists in using resources effectively.
 - £600 training on Community Protection Notices & Criminal Behaviour Orders
 - £10,000 town centre security presence
 - £7,000 Audio Active SHIFT project. The project targets groups of young people involved in or at risk of being in, anti-social behaviour.
 - £2,106 Maidenbower Park car park CCTV

In terms of crime data, stalking and harassment figures had increased, however this could be attributed to better reporting of offences and dedicated campaigns. Crimes with a weapon marker had decreased due to a change in legislation. A recent knife amnesty in schools and publicity together with reporting methods had improved so actual possession with a weapon was in decline.

The make-up of the Neighbourhood Policing Team was discussed as the PCSOs were allocated for each area with in-depth training, increased knowledge and being able to network with key stakeholders.

2020-2021 Key Achievements included:

- Serious and Organised Crime (SOC) – joined up group able to identify vulnerable individuals and groups.
- Street Community – joint working to liaise and work with partners on a regular basis to tackle street homelessness, begging and street drinking, but also enforcement powers were used for those that unfortunately were not willing to engage due to the complexity of their needs. The move to virtual meetings due to the pandemic and lockdown had seen better representation from key partners at the monthly multi-agency meeting. Recruitment and retention of staff for the Rough Sleeping Initiative funded multi-disciplinary team had been an issue, however this team has been a valuable addition.
- Protecting Vulnerable Individuals – There was continued awareness raising of domestic abuse and hate crime support services. Meetings with partners ensures the scope of cases, supporting of individuals and preventative work.
- Business Crime – The relationship with the Crawley and Gatwick Business Watch had been re-established and there were 3 Town Centre PCSOs, which fed into the fortnightly intelligence meetings which resulted in good and effective use of ASB legislation.

Other Achievements:

- Action had been taken to deter the use of Sussex House car park (Morrisons) by car cruisers. It was recognised there was a challenge around car nuisance.
- CCTV deployed at Maidenbower Park car park in response to car cruising activities.
- Supported the continued delivery of Audio Active SHIFT project.

Challenges/Emerging Issues:

- The pandemic has impacted on poverty and it was recognised there had been an impact on shoplifting as lockdown had lifted.
- It was noted that last year saw significant issues within the town centre, serious organised crime, county lines, modern day slavery and trafficking and these were multifaceted issues and recognition of the good partnership working being of paramount importance in addressing those issues. This continued to provide considerable achievements in order to deliver the priorities and the challenges.
- Increase in demonstrations/protests following the pandemic. It was recognised there was a balance to be met.

During the discussion Councillors made the following comments:

- It was pleasing that PCSOs had been reinstated for each area.
- Confirmation that whilst the representatives from MRBD and TCBD did not attend the sub group meetings, there was regular liaison as part of the business sector and the 3 town centre PCSOs. There were also partnerships and liaison with the local parades allowing for network opportunities and this linked into the PCSO's patrol plans. It was noted that some issues occurred at the parades and there was perhaps a reliance on CCTV, which was not monitored 24/7. There was funding for a mobile CCTV unit.
- Confirmation that liaison and engagement with partners continued to assist in raising awareness and supportive vulnerable individuals.
- Recognition that joint working to tackle street homelessness, begging and street drinking had resulted in a reduction in the numbers of rough sleepers.
- Acknowledgement that cybercrime and scams were now playing a part in deceiving the elderly population. Various deterrents could be considered along with marketing to assist in scam prevention.
- Recognition that whilst supportive of self-defence for women and girls there was a movement around focusing on the behaviour of the perpetrator.

- It was important to continue to report crime or possible crime as this would aid intelligence gathering.
- A copy of the full presentation would be made available (potentially through Councillors' Information Bulletin).

RESOLVED

That the update be noted with the views expressed being acknowledged by officers. The Commission's gratitude was relayed to Inspector Turner and officers for their attendance at the Commission.

5. Staff Sickness Levels with Covid 19 and the Effects of Working from Home Update Report

At its meeting on 7 June 2021, Commission members considered report [LDS/166](#) of the Head of Legal, Governance and HR. Under the scrutiny procedure rules, Councillor T Belben had requested a report on staff sickness levels with Covid19 and the effects and impacts of working from home in June 2021. The Commission had requested an update on the staffing situation and the effects on working from home. Report [LDS/175](#) detailed that update and during the discussion with the HR and OD Manager and HR Consultant, the following points were expressed:

- The Council's offer of support to staff has been made through the learning and development programme. The support outlined in report [LDS/166](#) remains. Part of the offer with further workshops for all colleagues have been delivered by Microsoft Teams and CBC Learning Channel and the workshop offer for people managers had been increased. The Council's Wellbeing Team also delivered various sessions as an aid to assist employees.
- From September 2021 staff were asked to have a presence in the office two days per week if full time and one day a week for part time staff and the council had seen little resistance to this change and adaptation to hybrid working.
- Staff surveys continued to be carried out and whilst the overall results continued to remain positive, one area that saw a downward trend was that staff were finding workload levels more challenging.
- It was noted that the legacy of the Covid pandemic will remain with the council for a long time to come.

Commission Members then raised a number of queries. The issues raised and the key responses included:

- The Council did not monitor whether its staff had received their Covid vaccination but they were encouraged to take up the offer of the vaccination.
- It was pleasing that the Council had continued to provide flu vaccines for staff and this take up had increased annually.
- Acknowledgement that clients' tolerance levels have been impacted and they were displaying varying behaviours of impatience, intolerance and some were challenging. A piece of work was in progress to monitor this to ascertain intervention materials and training for staff if required.
- Confirmation provided that the offices were and remained Covid-secure. There were strict measures in place that were maintained.
- Recognition that the pandemic had resulted in added pressure on staff. It was noted there would be other challenges the workforce may face going forwards: people leaving the workforce through retirement, people not having the usual

holidays of choice so maybe not being fully recharged, the impact of viral infections colds may increase winter approaches.

- It was recognised there was a 'new normal' and staff had adopted skills which were interchangeable between home and office. Should a further lockdown ensue, staff would adopt an agile approach to be able to 'flex-back' to home working.
- The Commission took the opportunity to acknowledge and thank the council staff for the work that had been undertaken throughout the pandemic and the increasing pressure that had been placed upon them.
- It was recommended that the OSC to receive an annual update on situation and staff welfare.

RESOLVED

That the Commission noted the report with the views expressed being acknowledged and documented by the officers. It was agreed that the Commission receives an annual update on staff welfare.

6. Review of the Transformation Plan

Commission Members considered report [DCE/09](#) of the Deputy Chief Executive. The Commission has within its function to review the council's transformation programme, measures, and performance information (including budgetary information) together with service reviews.

Transformation consists of time-limited projects to drive strategic change in order to meet corporate objectives. These are projects that generally lie outside of any single service and require impetus and additional resource / focus in order to deliver and embed that change. The aim was to create change and for that change to become business as usual. Much progress had been made and the challenges of the Covid-19 pandemic had accelerated the Transformation Plan, in particular in terms of new ways of working, values and behaviours and digital transformation.

The Transformation Plan included:

- Channel Shift – reflected the massive shift to online work, which included how residents wished to interact with the council. There were huge advantages to the council in terms of efficiencies. The 'MyCrawley' commenced with 10,000 accounts and subsequently had over 30,000. It was paramount to ascertain the reasons why individuals chose not to migrate to an electronic form.
- New Ways of Working – the pandemic resulted in teams being able to support customers and deliver services in new ways with the rollout of new technology. The migration of systems to the Cloud had seen improvements and efficiencies that would continue.
- People Strategy – the focus on wellbeing and people needed to continue, together with embedding the success of the values and behaviours into all areas of HR, supporting staff and processes.
- Service Re-design – this and commercialisation would fit with the budget strategy and how the council would aim to meet the financial challenges of Covid, better support its communities and perform better as an organisation. It was noted that it was beneficial to take a holistic approach to delivering services and creating efficiencies which ultimately improve outcomes.
- Commercialisation (PIPES model) - whilst it was acknowledged there was much uncertainty facing the Council and difficult decisions around future service provision, having a more commercial mind-set opens up opportunities to help it

better manage these challenges and minimise the need for future reductions in services. This theme focused on developing new ideas, new income streams, greater efficiencies and savings to ensure the continued provision of high quality and sustainable frontline services. The “Bright Ideas” initiative, invites staff and councillors to submit creative and innovative ways to help tackle the financial challenges.

- Assets – it was important to think how the council used its estate and how this use could be improved – “use it better”.

Following the discussion with the Deputy Chief Executive and Head of Digital and Transformation, Councillors raised a number of queries:

- It was recognised that much work that was taking place could impact on staff and concern was expressed how this was monitored. Staff surveys provided reliable data and feedback but the changes had been planned, merely enacted at a faster pace and staff had adopted skills which were interchangeable between home and office. However the pressure on staff had not been underestimated.
- Confirmation that there was a need to ensure the changes resulting from any transformation work needed to be established in the workplace prior to any further adjustments. There were many opportunities to be addressed and explored.
- Work from other councils and organisations was being explored to identify opportunities and networking possibilities.
- It was suggested there may be potential for YouTube training videos to assist the public for MyCrawley accounts.

RESOLVED

That the Commission noted the report, with the views expressed being acknowledged and documented by the officers.

7. Major Works at Milton Mount Flats

Commission Members considered report [DCE/10](#) of the Deputy Chief Executive. Under the scrutiny procedure rules, Councillor T Belben had requested a report on the major works currently being undertaken at Milton Mount flats, particularly in relation to the water pressure.

During the discussion with the Deputy Chief Executive, Asset Surveyor and Compliance Manager and the Planned Maintenance Manager, the following points were expressed:

- The scale of the works had posed a challenge for the council. It was important to put the needs of the tenants and leaseholders first and yet it was acknowledged that there would be a cost to leaseholders to be applied proportionately and as sensitively as possible as it was recognised that the costs would be significant, although payment schemes may be possible.
- Disappointment was expressed that it had not been possible to secure the attendance of Southern Water at the meeting.
- Confirmation that compensation would only be acted upon where there was fault, and it was not the Council’s insistence that external metering must be provided for a new mains cold water connection.
- It was acknowledged that the reports of low pressure from the flats were extensive, with the residents’ survey demonstrating that almost half of the respondents have had issues with water pressure.

- The report was praised by the Commission for documenting the timeline, together with highlighting the investigations and consultations. It also included the other works which had been carried out within the maintenance programme.
- Recognition that works were dependent on the weather and procurement of materials. The works themselves would hopefully take 6 months to complete and once finalised should provide regular pressure to the flats.
- It was confirmed the works were not related to the previous gas leak that took place in January 2021.
- Officers were thanked for their work throughout the process in balancing the views of all involved and in managing expectations.

RESOLVED

That the Commission acknowledges and notes the report and is satisfied with the works undertaken.

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

The Commission confirmed the following reports:

22 November

1. Budget Strategy 2022/23 – 2026/27
2. Treasury Management Mid-Year Review 2021-2022
3. 2021/2022 Budget Monitoring - Quarter 2
4. Crawley Economic Recovery Plan
5. Climate change Emergency Action Plan
6. Unsupervised Play Investment Programme
7. Crawley Fusion Innovation Centre Scheme Business Case (Part B)

10 January

1. Information on Option 3 in relation to Petition – 'Keep your dog on a lead in Tilgate park'.

31 January

1. 2022/2023 Budget and Council Tax
2. Treasury Management Strategy 2022-2023
3. 2021/2022 Budget Monitoring - Quarter 3
4. Town Centre Regeneration Programme v3

Closure of Meeting

With the business of the Overview and Scrutiny Commission concluded, the Chair declared the meeting closed at 9.58 pm

**T G Belben
(Chair)**

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Crawley Borough Council

Minutes of Overview and Scrutiny Commission

Monday, 22 November 2021 at 6.30 pm

Councillors Present:

T G Belben (Chair)

K Khan (Vice-Chair)

M L Ayling, R G Burgess, R A Lanzer, S Mullins, A Nawaz, A Pendlington and S Piggott

Also in Attendance:

Councillor R D Burrett, I T Irvine, G S Jhans, P K Lamb, C J Mullins and P C Smith

Officers Present:

Natalie Brahma-Pearl	Chief Executive
Heather Girling	Democratic Services Officer
Karen Hayes	Head of Corporate Finance
Louise Skipton-Carter	Sustainability Manager
Clem Smith	Head of Economy and Planning
Kate Wilson	Head of Community Services
Paul Windust	Chief Accountant

Apologies for Absence:

Councillor B A Smith

1. Disclosures of Interest and Whipping Declarations

The following disclosures were made:

Councillor	Item and Minute	Type and Nature of Disclosure
Councillor R A Lanzer	Budget Strategy 2022/23-2026-27 (Minute 4)	Personal Interest – Member of WSCC
Councillor R A Lanzer	Climate Emergency Action Plan (Minute 9)	Personal Interest – Member of WSCC
Councillor R A Lanzer	One Town – Crawley Economic Plan – Consultation Findings and Final Version (Minute 10)	Personal Interest – Member of WSCC

Councillor P Smith	One Town – Crawley Economic Plan – Consultation Findings and Final Version (Minute 10)	Personal Interest – Local Authority Director of the Manor Royal Business Improvement District
Councillor P Smith	One Town – Crawley Economic Plan – Consultation Findings and Final Version (Minute 10)	Personal Interest – Board member of the Town Centre Business Improvement District
Councillor R A Lanzer	Crawley Innovation Centre – Draft Business Case (Minute 13)	Personal Interest – Member of WSCC

2. Minutes

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

3. Public Question Time

No questions from the public were asked.

4. Budget Strategy 2022/23 – 2026/27

The Commission considered report [FIN/537](#) with the Leader of the Council, Head of Corporate Finance and Chief Accountant. The report set out the projected financial position for 2022/23 to 2026/27 for the General Fund, Housing Revenue Account, capital programme and the underlying assumptions. The report also set the policy framework for the budget process, recognising that there were a range of options for capital investment, income generation, savings and Council Tax levels; none of which were to be considered in isolation. The overall objective was to work towards a balanced General Fund budget over a four year period, this however may be difficult due to the impact of the Coronavirus pandemic.

The Commission received clarification on a number of points within the report during the discussion with the Leader of the Council, Head of Corporate Finance and Chief Accountant.

Councillors made the following comments:

- Harsh decisions taken last year have resulted in an acceptable outcome, however it was acknowledged that the final settlement from central government was still outstanding.
- It was noted that any costs associated with the climate change action plan will have to be fed into future budget processes and may result in savings being sought.
- Query sought on the decline in retained business rates and estimated NNDR compared to the assumed projections. This was due to an assumption of a business rates reset in 2025/26 and the business rates equalisation reserve being utilised in the first few years of the strategy.
- Acknowledgement that the pension fund was fully funded as it had exceeded targets over the last three years, the saving in 2022/23 would be £145,000.
- It was noted that the waste collection changing to fortnightly household waste whilst not approved would save £250,000. It was commented that as COP26 had

just ended it would be a beneficial time to lead by example and implement food collection and fortnightly waste collection.

- Recognition that resources had been impacted over the course of the pandemic, financial resources, funding and grants available and it was clear that the financial pressures were going to continue for several years.
- Acknowledged that it still uncertain as to when the position with regards to Natural England and planning applications would be resolved.
- Disappointment was expressed that if there was a slower than anticipated take up of floor letting for the new Town Hall as a result of the impact of the pandemic and the new ways of working, savings may have to be sought in future.
- It was commented it would be beneficial to include the income being made from each investment property within the appendices.
- Officers were thanked for providing detailed reasons for reserves within the report.

RESOLVED

That the Commission noted the report and requested that the views expressed during the debate, were fed back to the Cabinet through the Commission's Comment sheet.

5. Treasury Management Mid Year Review 2021-2022

The Commission considered report [FIN/538](#) of the Head of Corporate Finance. The report provided an update on the Council's Treasury Management Strategy for 2021/22.

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

- Confirmation sought and obtained on the lease surrounding Kingsgate car park. It would now be run as a Council owned car park once essential works were carried out and it was hoped it would be opened shortly, being in a prime location to the shops and the new town hall.
- Praise was offered for the in-house investments.

RESOLVED

That the Commission noted the report and requested that the views expressed during the debate, were fed back to the Cabinet through the Commission's Comment sheet.

6. 2021/2022 Budget Monitoring - Quarter 2

The Commission considered report [FIN/535](#) of the Head of Corporate Finance. The report set out a summary of the Council's actual revenue and capital spending for the quarters to September 2021 together with the main variations from the approved spending levels and impact on future budgets.

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

- Acknowledgement that the council currently had a favourable variance against the original budget largely due to government grants, although it was noted this was likely to be short term.
- Confirmation provided regarding the improved offer for the surrender of the lease on Kingsgate car park.

- Recognition of the additional income from interest on deferred receipts from shared equity properties.
- The Commission expressed its thanks to the Finance Team for its continued hard work throughout the pandemic and beyond.

RESOLVED

That the Commission noted the report and requested that the views expressed during the debate, were fed back to the Cabinet through the Commission's Comment sheet.

7. Crawley Homes Rent Overcharge

The Commission considered report [DCE/11](#) of the Deputy Chief Executive. The report considered the reasons behind the rental overcharge, the actions being taken to rectify this and the associated financial impact; and requested that Full Council approved the necessary financial changes.

During the discussion with the Cabinet Member for Housing, Chief Executive and Head of Corporate Finance, Councillors made the following comments:

- Acknowledgement that the report documented a historical error with regards to tenants' rents, reasons and rectification.
- Important that the council was seen to be doing the 'right thing' in repaying tenants and to ensure consistency with natural justice and transparency.
- Recognition that the analysis process was significant and complex along with the process for rectification for the teams involved, not just for the council but external organisations.
- By rightly applying the principles of natural justice there was a return of the money that has been overcharged, placing the financial impact at 'status quo', but it was noted that there was a financial impact in terms of resource analysis of the data and that required to rectify the issue which should be made open and transparent. It was subsequently confirmed that costs were borne out of existing hours.
- Acknowledgement that the implementation of the policy seemed simple (48 to 52 weeks) compared to the cost of the resolution which appeared overly complicated. It was important to learn how to avoid similar situations in the future as it was noted the Regulator for Social Housing contacted the council following its first mandatory data return.
- Acknowledgement that the change was made by dividing the existing rent by 52 and then multiplying by 48. Actual rents were changed but the target rents on the system were not. Confirmation that the information was now fed into the housing system.
- It was queried whether the rent charging may not have been consistent with the decision taken in October 2013. However that decision reflected the 52 week charge for actual rent and it was noted the targeted rent was set by central government.
- Recognition that the Council actively monitored actual rents received versus the level forecast and regularly checked and sought reasons for variances. The year that the decision was made the council had 101 RTB properties. The Council budgeted for a similar level the following year (the first year of the new 52 week rent), however sold 66. When completing the budget monitoring the rental income was higher than anticipated but at the time this was put that down to having more properties paying rent than anticipated.

- Confirmation that the costs would come from the HRA once the process was complete. The budget would be adjusted next year and be reflected in the quarter 3 budget monitoring report.
- It was noted that existing tenancies would not be affected by this change, and neither were new tenancies within properties built since April 2014. Reconciliation had taken place for the current rent to ensure they were correct.
- Confirmation that rent credit would be transferred into rent accounts and also that the Corporate Debt Team would be liaising with tenants for any outstanding debt.
- It was noted that communications for tenants would continue over the next few weeks and Housing Advisors would be available to assist with any queries and support. Correspondence will be issued for former tenants but the priority was to the current tenants.
- It was felt it would be important for the Cabinet to acknowledge openly, ways to build some degree of public confidence in the council's ability to minimise this similar error in the future.

RESOLVED

That the Commission noted the report and requested that the views expressed during the debate, were fed back to the Cabinet through the Commission's Comment sheet.

8. Unsupervised Play Investment Programme

The Commission consider report [HCS/33](#) of the Head of Community Services. The report documented the investment priorities and necessary capital programme to be agreed for Unsupervised Play in Crawley for the period 2021/22 – 2022/23; together with the provisional capital spend requirement for 2023/24-2024/25.

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

- Recognition that the proposed investment programme had been devised based on the safety grounds and need of the sites throughout the town. The works were re-scheduled and prioritised due to condition.
- Acknowledgement that the sites had featured cross-party agreement through the working group.
- Confirmation that the current budget identified in table 6.7 was the remaining budget.

RESOLVED

That the Overview and Scrutiny Commission noted the report and the views expressed during the debate were fed back to the Cabinet through the Commission's Comment Sheet.

9. Climate Emergency Action Plan

The Commission considered report [PES/390](#) of the Head of Economy and Planning. The report sought approval for the Climate Emergency Action Plan to enable the council to reduce the carbon emissions generated by its activities in line with the commitments made in the Climate Emergency Declaration of July 2019; that is to

reduce carbon emissions by at least 45% by 2030 and to zero by 2050 as recommended by the Inter-governmental Panel on Climate Change (IPCC).

During the discussion with the Cabinet Member for Environmental Services and Sustainability, the Head of Economy and Planning and the Sustainability Manager, Councillors made the following comments:

- Acknowledgement that the carbon dioxide emissions reduction target was at least 45% by 2030 and zero by 2050. It was highlighted that this was a target and it was hoped to reach this prior to this date.
- It was noted that a funding plan would need to be brought forward to ensure the action plan would be fully budgeted and costed. This would build on future investigations and audits to inform the full costs of driving down emissions.
- Recognition that procurement plays a key role in carbon dioxide emissions equating to the supply chain, construction, manufacturing, goods and services.
- It was commented upon that it was a useful intention to review the essential car user policy but it was commented that it may be difficult to revise staff terms and conditions.
- Other options should be considered for improving the waste fleet, together with waste services in general. It was felt that the reduction in emissions for waste collection could be instigated by implementing food waste collection ahead of the timescales indicated in the plan and fortnightly rubbish collection.
- Acknowledgement that under provision on car parking, particularly in the town centre, was a deterrent for take up of electric vehicles as only a small percentage have off-street parking. It was noted the infrastructure was important and the EV charging network contract was in place in partnership with WSCC to install a network of charging points across the town. In addition, some petrol stations had installed EV charging points. Compressed natural gas was not an alternative as it still produced carbon dioxide and consequently its use had not fully materialised.
- It was noted that through government policy and Local Plan policy there could be significant influence on planning applications in the future to assist in achieving sustainability. Recognition that there was a balance between residents' perception, feasibility and achieving net zero.
- Recognition that there was a need to encourage modal shift and behaviour change and the council should be leading on this and had a moral obligation. The Core Principles for Action (appendix A) stated the Carbon Emergency communications and engagement plan would engage and influence staff, councillors and externally with residents and stakeholders. However the Commission felt that further publicity would be beneficial in order to encourage the wider community and following a unanimous vote it was agreed that the Cabinet be requested to consider this additional recommendation:

Request the Cabinet complement the Climate Change Emergency Action Plan with a public educational programme.

RESOLVED

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

10. **One Town - Crawley Economic Recovery Plan - Consultation Findings and Final Version**

The Commission considered report [PES/391](#) of the Head of Economy and Planning. In March 2021, Cabinet gave approval for the draft Economic Recovery Plan to go out to consultation. The draft Plan outlined a vision for Crawley's future prosperity and recovery from the pandemic and proposed a number of schemes for delivery, setting out strategic priorities. The report presents the findings of that consultation together with a final version of the Crawley 'One Town' Economic Recovery Plan, for approval and publication.

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 the 'One Town' Crawley Economic Recovery Plan was an overarching strategic framework for Crawley's economic recovery and for the following existing economic regeneration programmes and policies: Crawley Growth Programme, Crawley Town Investment Programme, Crawley Town Centre Regeneration Programme and Crawley Employment & Skills Programme.
- Following the conclusion of the consultation a glossary of terms had been created together with a timeline for the delivery of the interventions and the funding allocations.
- Key partners were recognised and highlighted throughout the individual projects within the specific documents.
- It was commented it would be beneficial to see quantifiable contributions from the different partners as a reminder of the amount from each contributor.
- Recognition that the recovery plan would tie in the needs and actions of the climate emergency action plan.
- Acknowledgement that there was firm commitment to invest in modernisation of the Crawley College campus and education programmes including degree syllabus, STEM centre along with new apprenticeships and identifying future employment opportunities.
- It was felt the 'joined up approach to recovery' lacked some other stakeholders and partners representation. The Crawley Growth Programme was one of four initiatives referenced. WSCC and Metrobus were key deliverables in this and yet they did not feature to the same extent. As a result, it was moved by Councillor Lanzer (seconded by Councillor Pendlington) that:

"the partnership contributions of Metrobus and WSCC to the Crawley Growth Programme should be more explicitly referenced in this document (the One Town Crawley Economic Recovery Plan – Consultation Findings & Final Version)".

Following a vote being put to the Commission, the proposal was declared as carried.

RESOLVED

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

11. 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.

12. Crawley Innovation Centre - Draft Business Case

Exempt Paragraph 3

Information relating to the financial or business affairs of any particular person (including the authority holding that information)

The Commission considered report PES/392 of the Head of Economy and Planning. The report requested Cabinet to consider the business case for the design, build and delivery of the Crawley Fusion Innovation Centre, proposed to be located in Manor Royal, fully financed by the government's Getting Britain Building Fund through the Coast to Capital Local Enterprise Partnership. The Cabinet report will include an evaluation of a full business case for the scheme, the development of which is being fully funded by the Coast to Capital LEP.

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

- Recognition that the option proposed enabled the Council to acquire a suitable property should one become available to enable delivery of the Crawley Innovation Centre project.
- There was overall support for the proposal which potentially could result in exciting opportunity for the town.

RESOLVED

That the Commission noted the report and requested that the views expressed during the debate, were fed back to the Cabinet through the Commission's Comment sheet.

Re-Admission of the Public

The Chair declared the meeting reopen for consideration of business in public session.

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

The Commission confirmed the following reports:

10 January

1. Information on Option 3 in relation to Petition – 'Keep your dog on a lead in Tilgate park'.

31 January

1. 2022/2023 Budget and Council Tax
2. Treasury Management Strategy 2022-2023
3. 2021/2022 Budget Monitoring - Quarter 3

Closure of Meeting

With the business of the Overview and Scrutiny Commission concluded, the Chair declared the meeting closed at 9.40 pm

T G Belben
(Chair)

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Crawley Borough Council

Minutes of Cabinet

Wednesday, 24 November 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
M G Jones	Cabinet Member for Public Protection and Community Engagement
C J Mullins	Cabinet Member for Wellbeing
P C Smith	Deputy Leader & Cabinet Member for Planning and Economic Development

Also in Attendance:

Councillor D Crow, R D Burrett and T G Belben

Officers Present:

Natalie Brahma-Pearl	Chief Executive
Karen Hayes	Head of Corporate Finance
Chris Pedlow	Democracy & Data Manager
Clem Smith	Head of Economy and Planning
Kate Wilson	Head of Community Services
Louise Skipton-Carter	Sustainability Manager

1. Disclosures of Interest

The following disclosures of interests were made:

Councillor	Item and Minute	Type and Nature of Disclosure
Councillor P Smith	“One Town” - Crawley Economic Recovery Plan Consultation Findings and Final Version (Minute 12)	Personal Interest – As Councillor P Smith is the Council’s representative to the Town Centre BID Board–
Councillor P Smith	“One Town” - Crawley Economic Recovery Plan Consultation Findings and Final Version (Minute 12)	Personal Interest – As Councillor P Smith is the Council’s representative to the Manor Royal BID Board

Councillor
P Smith

Crawley Innovation Centre –
Draft Business Case
(Minute 15)

Personal Interest –
As Councillor P Smith is the
Council's representative to the
Manor Royal BID Board

2. Minutes

The minutes of the meeting of the Cabinet held on 29 September 2021 were approved as a correct record and signed by the Leader.

3. Public Question Time

Q1. Dawn Corrie (Bewbush)

I have a special interest in climate change, and it is the biggest issue for the world and should be at the heart of everything the Council and the Government does. My questions, relating to the report on the agenda (Climate Emergency Action Plan) are whether it would be possible to talk to Councillors over the outcome of COP climate change conference and how the target with your Action Plan for 2050 should as a result be changed based on the view of the IPCC?

Councillor Jhans – (Cabinet Member for Environmental Services and Sustainability)

The target to reduce carbon emissions generated by Council activities by at least 45% by 2030 and to zero by 2050, those targets were the minimum, and the Council should and would be striving to meet them as early as possible. When the targets were set in 2019 there was a lot of to-ing and fro-ing as to what the targets should be, however it was realised that there was the need for a lot of feasibility studies to take place to fully understand the implication, including the likely cost to achieve net zero and then plan how that could be funded along with our other services.

Q1. Supplementary Question –

I understand it not cheap, but the consequences for Crawley residents and for the world such as climate refugees migrating cannot be underestimated. Please take this subject matter seriously and prioritise finances on this. Let me talk to Councillors on this matter.

Councillor Peter Lamb – (Leader of the Council)

As a Council we are legally required to have a balance budget and provide services to our residents. We can't spend what we don't have, the Council is doing what it can to meet the proposed targets and to exceed through targets. But we have not costed at lot of the elements within the action plan and we might have to stop or reduce some service to fund the action plan. However residents need to come on the journey with us so they understand the sacrifice required. Otherwise there is an election 3 out of 4 years and they can then change the administration who may not do it full stop.

Councillor Jhans – (Cabinet Member for Environmental Services and Sustainability)

We as the Cabinet and the Council are taking this seriously. Within the action plan is that requirement to have a communication strategy and I'm more than happy to discuss this with you on how we engage with our residents and get across your passion on the importance of climate change.

Q2. Robin Burnham (Bewbush)

On what date has the Council decided to make a final decision on the fate of the adventure playgrounds?

Councillor Peter Lamb – (Leader of the Council)

The final decision was taken at the budget meeting in February 2021.

Q2. Supplementary Question –

At the last Full Council meeting a petition was put forward with a plan of action and I spoke about ways of potentially finding saving to save the adventure playgrounds. So there are two action plans with the financial to be sent in. When will that be decided?

Councillor Peter Lamb – (Leader of the Council)

In terms of the other options such as the Delta Security option, once they were fully submitted to the Council, they would be worked through by officers to see their viability and then decisions would be taken on them at that point. It was not a process where you could put set dates on it as it relies on a back-and-forth communication over their proposal.

Q3. Iain Dickson (Gossops Green)

This relates to the adventure playgrounds. At the last Full Council the Leader asked for any options for saving the adventure playgrounds and making them viable. So the proposal I wish to raise was potential options for the building at the adventure playgrounds that might bring in a new revenue stream.

- *Use them as a local community repair hub*
- *Information centre for the Council or the community*
- *Community run café*
- *Education centre including cooking lessons*
- *Set up as a charity to attract further funding and get local business to help fund them.*

Those could be ways of bring revenue in whilst keeping the facilities open and they were there for you consideration.

Councillor C Mullins – (Cabinet Member for Wellbeing)

Thank you for the question and the interest. It was important having community interest in those facilities.

Please can you send me an email of your suggestions I would be happy to review them with officers. We were not intending for the building to be abandoned. To be clear Mill Pond and Cherry Lane were not closing they were changing. We are currently looking to ensure that there were toilets and freely accessible water also.

We have had some approach over the buildings already involving revenue streams for the Council, but still open minded.

Q.3 Supplementary Question –

With the Council's problem of net zero by 2050, which should be earlier, repair hubs would help with this as our society is too quick to throw things away. In the past we

used to repair and reuse items and we could tie this in to schools and the college as part of their learning.

Councillor C Mullins – (Cabinet Member for Wellbeing)

I don't disagree with that concept, please send through your ideas and we'll look at them.

4. Further Notice of Intention to Conduct Business in Private and Notifications of any Representations

It was reported that no representations had been received in respect of agenda items 17 and 18: *Telford Place Development Opportunity and Approval to Award a Contract for Professional Services (Architects) – Proposed Housing Sites.*

5. 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.

6. Budget Strategy 2022/23 – 2026/27

The Leader of the Council presented report [FIN/537](#) of the Head Corporate Finance. The report set out the projected financial position for 2022/23 to 2026/27 for the General Fund, Housing Revenue Account, capital programme and the underlying assumptions. The report also set the policy framework for the budget process, recognising that there were a range of options for capital investment, income generation, savings and Council Tax levels; none of which were to be considered in isolation. The overall objective was to work towards a balanced General Fund budget over a four-year period, this however may be difficult due to the impact of the Coronavirus pandemic. The Leader commented that the difficult decisions taken last year had meant that the Council was in a better position than expected and similar decisions were not required to be taken this year.

It was noted that currently there was a budget deficit of £138,566 for 2022/23 before use of reserves and before any savings are identified, on the basis of a Council tax increase of 2.31% which is £4.95 on a Band D in property 2022/23. It was proposed also to budget a further £948,460 for new capital schemes.

Councillor T Belben presented the Overview and Scrutiny Commission's comments on the report to the Cabinet following consideration of the matter at its meeting on [22 November 2021](#), which included:

- Acknowledged that any costs associated with the climate change action plan had not been budgeted and may require in savings being sought.
- The Commission were pleased that the pension fund had surpassed expectations resulting in a £145,000.
- Also noting the floor letting of the Town Hall was slower than expected in light of the impact of the pandemic and the new ways of working and that might lead to the need for further savings in the future.

Councillor Crow was invited to speak on the item commenting that the budget projections were pleasing, but the Council should remain vigilant as it was finely balanced, and a small knock could easily affect the projection.

Councillor Jones complimented the Budget Strategy and commented that it was a real achievement in light of a very difficult year.

RESOLVED

RECOMMENDATION 1

That Full Council be requested to approval of the Budget Strategy 2022/23 to 2026/27 and:

- a) Notes the uncertainties around Government funding prior to the settlement in December and the delay in Local Government Funding reforms such as business rates retention and the future of New Homes Bonus.
- b) Notes, for the purpose of projections, the current budget deficit of £138,566 for 2022/23 before use of reserves, on the basis of a Council tax increase of 2.31% which is £4.95 on a Band D in property 2022/23.
- c) Works towards balancing this over a four-year period, including putting back into reserves when the Budget is in surplus. There may be a need to use reserves over the next three to four years to balance the budget together with ongoing savings, efficiencies and additional income through the transformation programme.
- d) Notes elsewhere on this Agenda there is a report on the Climate Change Emergency Action Plan. The costs identified in 2022/23 are included within existing budgets, however there will be a need to fully cost the plan over the coming years and decisions will be required on how to fund the plan.
- e) Notes that savings previously agreed and included in the Budget Strategy are required to ensure a sustainable budget.
- f) Delegates to the Leader of the Council in consultation with the Chief Executive and the Head of Corporate Finance to approve a discretionary business rates scheme to distribute the share to Crawley Borough Council of the £1.5b business rates relief as outlined in Section 5.3 of report [FIN/537](#).
- g) Notes that items for the Capital Programme are driven by the need for the upkeep of council assets and environmental obligations and schemes will also be considered that are spend to save or spend to earn but that such prioritisation should not preclude the initial consideration of capital projects that could deliver social value.
- h) Agrees the inclusion of new capital schemes in future budgets with the value of £948,460 as identified in Table 8 of report [FIN/537](#).
- i) Reduces the Gigabit capital programme of £2.7m to £1.35m funded from the West Sussex business rates pool to avoid duplication with Towns Fund Gigabit scheme as identified in section 9.3 of report [FIN/537](#).

- j) Approves the revised Crawley Homes capital investment plan in Appendix D of report [FIN/537](#) which includes the financial year 2024/25 and the garage repairs capital budget which was transferred to the General Fund.
- k) Notes that the Budget is aligned to the Council's Corporate Priorities.

Reasons for the Recommendations

- a) To continue with the implementation of the Council's budget strategy and to deal with the Council's projected budget deficit which is higher than previously projected due to the impact of the pandemic on future Council tax and Business rates income projections and also impacting other income sources such as fees and charges.
- b) To reaffirm the criteria for capital programme bids.
- c) To note that until the Local Government Finance Settlement is known in December 2021 these projections are highly likely to change.

7. Treasury Management Mid-Year Review 2021-2022

The Leader of the Council presented report [FIN/538](#) of the Head of Corporate Finance. The report provided an update on the Council's Treasury Management Strategy for the first two quarters of 2021/22. The Leader emphasised that the income gained by its investment was used as revenue to support services. It was noted that the Council prioritises its investments as security of capital, liquidity, yield and ethical.

Councillor T Belben presented the Overview and Scrutiny Commission's comments on the report to the Cabinet following consideration of the matter at its meeting on [22 November 2021](#), including praising officers for the in-house investments.

RESOLVED

That the Cabinet notes the report and the Council's treasury activity for the first two quarters of 2021/2022.

Reasons for the Recommendations

The CIPFA (Chartered Institute of Public Finance and Accountancy) Code of Practice for Treasury Management recommends that members be updated on treasury management activities regularly (Treasury Management Strategy, annual and mid-year reports). This report, therefore, ensures this Council is implementing best practice in accordance with the Code.

8. 2021/2022 Budget Monitoring - Quarter 2

The Leader of the Council presented report [FIN/535](#) of the Head of Corporate Finance. The report set out a summary of the Council's actual revenue and capital spending for the quarters to September 2021 together with the main variations from the approved spending levels and impact on future budgets.

Councillor T Belben presented the Overview and Scrutiny Commission's comments on the report to the Cabinet following consideration of the matter at its meeting on [22 November 2021](#).

RESOLVED

That the Cabinet notes:

- a) the projected outturn for the year 2021/2022 as summarised in this report.
- b) the updated proposed spend of Contained Outbreak Management Fund (COMF) grant funding as outlined in Section 10 of report [FIN/535](#).

Reasons for the Recommendations

To report to Members on the projected outturn for the year compared to the approved budget.

9. Crawley Homes Rent Overcharge

The Cabinet Member for Housing presented report [DCE/11](#) of the Deputy Chief Executive. The report considered the reasons behind the rental overcharge, the actions being taken to rectify this and the associated financial impact; and requested that Full Council approved the necessary financial changes.

Councillor T Belben presented the Overview and Scrutiny Commission's comments on the report to the Cabinet following consideration of the matter at its meeting on [22 November 2021](#), which included emphasising the Commission's support for the approach taken to deal with the error, by doing the 'right thing' in repaying tenants and ensuring consistency with natural justice and transparency. It was noted that the Commission scrutinised the reasons behind the error and were comfortable that it should not be possible for such an incident to occur again.

Councillor Crow was invited to speak to the item, and he acknowledged that the Council has handled the communication well and hoped that the checks and balances were now in place.

Councillors C Mullins, Jones, Lamb and Irvine spoke as part of the discussion on the report.

RESOLVED

That the Cabinet:

- a) notes the reasons behind, and the actions being taken to rectify, the rent overcharge
- b) endorses that Full Council makes the necessary financial provision for both for the refund of rent and the lower income anticipated within the Housing Revenue Account in both the current and future years.

RECOMMENDATION 2

That Full Council be requested to:

- a) Note and comment on the reasons behind, and the actions being taken to rectify, the rent overcharge.
- b) Agree the necessary financial provision for both for the refund of rent and the lower income anticipated within the Housing Revenue Account in both the current and future years. The cost in the current and future financial years will result in less resource to fund future housing.
- e) Note that the cost of the refunds made to tenants/DWP will impact in the current financial year the sum that will be transferred to the major repairs reserve for investment in future housing stock. This will be in reported in the Quarter 3 Budget Monitoring Report.

Reasons for the Recommendations

- a) In April 2021 the Council was contacted by the Regulator for Social Housing following a first mandatory data return about the setting of target rents. The Council was identified as an outlier in that its target rents were higher than the Government's formula rent and valuations suggested they should be.
- b) Forensic investigation identified that the issue dates back to changes to the Tenancy Agreement agreed in October 2013 and implemented in April 2014. One of the changes implemented was to move from charging rent based on a 48-week year to a 52-week year. Actual rents were changed but the target rents on the system were not. This has affected 2,259 tenancies, of which 1,757 are current tenancies.
- c) Existing tenancies were not affected by this change, and neither have new tenancies within properties built since April 2014. New tenancies since April 2014 within properties that pre-date April 2014 have consequently been overcharged in the region of 8%.
- d) Tenants have paid the rent they would have signed up to pay as part of their Tenancy Agreement, but that rent level was set higher than it ought to have been. Given that rents have been set as part of a valid Tenancy Agreement and

that all subsequent actions have been taken in line with that Tenancy Agreement, the Council has acted legally throughout.

- e) The Leader and Cabinet Member were informed at the end of April 2021 and were clear that this needed to be resolved consistent with natural justice and transparency, and as quickly as possible. The Leader of the Opposition Group was also informed and agreed this needed to be resolved in a way that had the least possible impact on residents, and that wider communication should be at a time when the Council was ready to rectify the problem.
- f) Given the scale and complexity of the issue it has taken a number of months to put everything in place in order to proceed. All members and all affected tenants have been informed and from mid-November steps are being taken to reset the rents at the correct level and to refund all tenancies affected. These steps have been taken under existing delegated powers, but it is important that there is an official record of the steps being taken and the need to make the necessary financial adjustments.

10. Unsupervised Play Investment Programme

The Cabinet Member for Wellbeing presented report [HCS/33](#) of the Head of Community Services. The report sought agreement for the investment priorities and necessary capital programme for Unsupervised Play in Crawley for the period 2021/22 – 2022/23. In presenting the report it was noted that the proposed investment programme would be fully funded from S106 contributions.

Councillor T Belben presented the Overview and Scrutiny Commission's comments on the report to the Cabinet following consideration of the matter at its meeting on [22 November 2021](#) including confirming their support.

Councillor Crow was invited to speak on the report, commenting that of the new schemes six or seven were west of the Town Centre and only one was in the east of the Borough. He also asked whether Loppetts Road play area could be looked at due to the feedback he had from residents on the condition of the equipment there. Councillor C Mullins confirmed he would investigate it with officers.

Councillor Lamb also spoke as part of the discussion, responding to the comment made by Councillor Crow, by stating the identified unsupervised play sites had been devised by the cross party Unsupervised Play Working Group, based on a neutral criteria that ignored location but focused on safety grounds and condition of the equipment.

RESOLVED

That the Cabinet:

- a) approves the proposed Investment Programme for Unsupervised Play for 2022/23 as set out in Appendix B to report [HCS/33](#) adding £218,000 to the capital programme fully funded from S106 contributions.
- b) delegates authority to the Cabinet member for Wellbeing in consultation with the Head of Community Services, to conduct review stage/s and agree where necessary to reprioritise the order of delivery for the relevant phase of the investment programme.

Reasons for the Recommendations

- a) The recommendations are made to agree a programme of improvement projects for Unsupervised Play facilities and set the priorities for capital spend, ensuring the continued up keep in the quality and condition of assets.
- b) It establishes a formal process for the regular review of the investment programme; and where necessary to reprioritise the order of investments if any project conditions change over time and where health and safety risks vary the urgency.

11. Climate Emergency Action Plan

The Cabinet Member for Environmental Services and Sustainability presented report [PES/390](#) of the Head of Economy and Planning. The report sought approval for the Climate Emergency Action Plan to enable the council to reduce the carbon emissions generated by its activities in line with the commitments made in the Climate Emergency Declaration of July 2019; that is to reduce carbon emissions by at least 45% by 2030 and to zero by 2050 as recommended by the Inter-governmental Panel on Climate Change (IPCC).

Councillor T Belben presented the Overview and Scrutiny Commission's comments on the report to the Cabinet following consideration of the matter at its meeting on 22 November 2021, which included the request to Cabinet that the Climate Change Emergency Action Plan be complemented with a public educational programme, because the Commission felt that further publicity would be beneficial in order to encourage the wider community to participate in carbon reduction.

Councillor Crow was invited to speak on the item. He commented that he was very supportive of the Action Plan as was his party. The only concern was the timescales could be seen as unambitious and other Councils were setting their targets at net zero by 2030. Councillor Crow requested that the Cabinet consider bringing the report to Full Council for a wider debate as it was an issue that affects the whole Borough. He emphasised that there would be no vote to bring down the Action Plan, should it go to Full Council only over the timing element. It was noted that the Call-in function was considered, but it was felt it was not a viable option as this could delay the work on the Action Plan until next year and fundamental support for the majority of it.

Councillors Lamb, P Smith, Jones and C Mullins also spoke in support of the report and the positive proposals contained within the Action Plan.

In considering the two additional requests before them, firstly on the Commission proposal, Councillor Jhans emphasised to the Cabinet that he considered that the public educational programme did not need to be an aspect as it was already a key element covered within the communications and engagement plan and thus there wasn't a need for the additional wording, which the Cabinet fully agreed with. Regarding Councillor Crow's request, the Cabinet felt that the current targets were ambitious yet achievable and realistic and the Council was far ahead of other authorities in terms of achieving reach net zero and being carbon neutral. As such the request was rejected.

RESOLVED

That the Cabinet:

- a) approves the 'Core Principles for Action' document (Appendix A) to report [PES/390](#) which underpins the Climate Emergency Action Plan.
- b) approves the Climate Emergency Action Plan delivery programme for 2022/23 (Appendix B) to report [PES/390](#), to enable the council to start delivery of the carbon reduction measures identified.
- c) approves in principle the overall Climate Emergency Action Plan to 2030 (Appendix B) to report [PES/390](#) to enable the Council to reduce the carbon emissions generated by its activities by at least 45% by 2030 and to zero by 2050, subject to consideration next year of a full funding plan being developed for continued delivery from 2023/24.

Reasons for the Recommendations

- a) In July 2019, Full Council declared a Climate Emergency and made a commitment to reduce the council's carbon emissions by at least 45% by 2030 and to zero by 2050.
- b) The Council believes that all governments (national, regional and local) have a duty to limit the negative impacts of Climate Breakdown; and has committed to aim for zero carbon emissions as soon as possible and, in doing so, to show leadership and encourage local residents, stakeholders and businesses to do the same.
- c) The Council has recognised that as a society we are now beyond taking small measures while generally carrying on with 'business as usual'. Deep cuts in greenhouse gas emissions are needed quickly to stabilise rising temperatures alongside rethinking agriculture and land use to restore ecosystems. This will impact on all aspects of our lives.
- d) Decisions made across national, regional and local authorities now will determine whether or not we are subject to catastrophic climate and ecological impacts or can transition to a stable and sustainable world. Although these decisions have to be taken at all levels of society, they need to be taken significantly by local authorities like the council, which has a critical lead role to play in driving down carbon emissions at the local level.
- e) The Climate Emergency Action Plan outlines the actions the Council needs to set in motion now in order to deliver on this commitment.

12. One Town - Crawley Economic Recovery Plan - Consultation Findings and Final Version

The Cabinet Member for Planning and Economic Development presented report [PES/391](#). In March 2021, the Cabinet gave approval for the draft Economic Recovery Plan to go out to consultation. The draft Plan outlined a vision for Crawley's future prosperity and recovery from the pandemic and proposed a number of schemes for delivery, setting out strategic priorities. The report presented the findings of that

consultation together with a final version of the Crawley 'One Town' Economic Recovery Plan, for approval and publication.

Councillor T Belben presented the Overview and Scrutiny Commission's comments on the report to the Cabinet following consideration of the matter at its meeting on [22 November 2021](#), which included putting forward to Cabinet a recommendation that:

“the partnership contributions of Metrobus and West SussexCC to the Crawley Growth Programme should be more explicitly referenced in this document (the One Town Crawley Economic Recovery Plan – Consultation Findings & Final Version)”.

It was noted that the reason for the Commission's proposal was that whilst supporting the Recovery Plan, it was felt that it did not give credit to the Council.

Councillor Crow was invited to speak to the item, supporting the comments of the Commission.

Councillors Irvine and Lamb both spoke on the report and the proposal of the Commission. Councillor P Smith, in summing up the views expressed, stated that the 'One Town' Economic Recovery Plan was a Crawley Borough Council plan but worked in conjunction with partners, not all of whom were fully highlighted or referenced in the way the Commission referenced (including key partners the Arora Group or the Manor Royal Business District along with West Sussex CC). The Council works well with its partners and always credits them appropriately, but the Plan was supported and driven by Crawley Borough Council and this should be acknowledged accordingly.

Following the discussion, the Cabinet unanimously voted to reject the Overview and Scrutiny Commission's proposed change.

RESOLVED

That Cabinet approves the final version of the “One Town” Crawley Economic Recovery Plan 2022-2037 (Appendix A of report [PES/391](#)) and adopts it as Council policy.

Reasons for the Recommendations

Cabinet approval is sought to enable adoption of the “One Town” Crawley Economic Recovery Plan 2022-2037 as Council policy.

13. Town Centre District Heat Network (DHN) Phase 2

The Cabinet Member for Environmental Services and Sustainability presented report [HPS/29](#) of the Head of Major Projects and Commercial Services. The report sought approval for funding for a study to examine the technical feasibility and economic business case for the Phase 2 expansion of the Town Centre DHN to incorporate properties and developments adjacent to the existing DHN, including assessment of the potential to amend the fuel source from gas to a more sustainable heat source.

Councillor Lamb also spoke as part of the discussion on the report.

RESOLVED

That the Cabinet

- a) approves proceeding with the first phase of the study (feasibility) and reallocating £25,000 match funding from the existing £435,000 Town Centre capital budget.
- b) agrees to a new Capital programme scheme for the DHN phase 2 of £94,950 with the balance of £69,950 being funded from Heat Network Development Unit (HDNU) grant.
- c) delegates authority to the Head of Major Projects and Commercial Services in consultation with the Cabinet Member for Environment and Sustainability to review findings of the feasibility study and decide whether to proceed with the second phase of the study (full business case) and earmark a further £55,000 match funding from the Town Centre capital budget for this purpose. (Generic Delegation 7 will be used to enact this recommendation).

Reasons for the Recommendations

- a) In October 2018, Cabinet approved the business case for the Town Centre DHN phase 1 (HPS 15) which is currently under construction.
- b) With the approval of the business case for phase 1, Cabinet also approved the recommendation to:

“Note the projected financial implications for phase 2 of the DHN and that future expansion will be subject to a further report to Cabinet once the capital costs and customer and commercial negotiations have progressed”
- c) With a number of developments in the Town Centre progressing that are potential connections to the DHN phase 2, a prompt examination of the phase 2 feasibility and business case is required. This will allow a decision on possible future construction to be made.
- d) The Council has also committed to carbon reductions of at least 45% by 2030 and to zero by 2050. It is therefore timely to examine the technical options and financial implications of switching the DHN from gas to a low carbon heat source.

14. Exempt Information – Exclusion of the Public (Subject to Agenda Item 5)

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.

15. Crawley Innovation Centre - Draft Business Case

Exempt Paragraph 3

Information relating to the financial or business affairs of any particular person (including the authority holding that information)

The Cabinet Member for Planning and Economic Development presented report PES/392 of the Head of Economy and Planning. The report requested Cabinet to consider the business case for the design, build and delivery of the Crawley Fusion Innovation Centre, proposed to be located in Manor Royal, fully financed by the government's Getting Britain Building Fund through the Coast to Capital Local Enterprise Partnership. The Cabinet report included an evaluation of a full business case for the scheme.

Councillor T Belben presented the Overview and Scrutiny Commission's comments on the report to the Cabinet following consideration of the matter at its meeting on [22 November 2021](#), which included the Commission's support for the Innovation Centre.

RESOLVED

That the Cabinet

- a) approves the submission of the Crawley Innovation Centre business case (Appendix A) to the Coast to Capital Local Enterprise Partnership in order to seek their approval to grant £8.6 million of Getting Building Fund to Crawley Borough Council to deliver the Crawley Innovation Centre project.
- b) delegates authority to the Head of Economy and Planning and the Head of Corporate Finance in consultation with the Cabinet Member for Planning and Economic Development to make any technical modifications required to the wording and content of the business case prior to submission of the final draft of the business case to the Coast to Capital Local Enterprise Partnership.
- c) delegates to the Asset Manager in consultation with the Chief Executive, the Leader of the Council, the Cabinet Member for Planning and Economic Development and the Head of Corporate Finance to acquire a suitable property if necessary for the Crawley Innovation Centre should one become available.

RECOMMENDATION 3

That Full Council be requested to:

agree to increase the capital programme budget for the Innovation Centre by £8.6m subject to receiving approval from the LEP that the bid is successful and that they will provide the £8.6m grant. This is also subject to a viable business case that satisfies the s151 officer being received on the revenue financial implications to the Council of the project.

Reasons for the Recommendations

- a) To enable the Council to submit and present the business case for the Crawley Innovation Centre project to the Coast to Capital Local Enterprise Partnership (LEP) with a view to securing approval from the LEP for the allocation of £8.6 million of Getting Building Fund monies to the Council to deliver the Crawley Innovation Centre project.
- b) To enable the Council to acquire a suitable property should one become available if necessary to enable delivery of the Crawley Innovation Centre project.
- c) To enable the allocation of £8.6 million to the CBC capital programme, subject to:
 - LEP approval of the Getting Building Fund monies;
 - Full Council approval
 - The viability of the business case satisfying the Council's s151 officer

16. Acquisition of Properties for Temporary Accommodation

Exempt Paragraph 3

Information relating to the financial or business affairs of any particular person (including the authority holding that information)

The Cabinet Member for Housing presented report SHAP/84. The report requested Cabinet to approve the delegation to progress with making an offer for the acquisition of properties currently available on the market for the purposes of providing temporary accommodation.

RESOLVED

That the Cabinet delegates authority for the negotiation, approval and completion of all relevant legal documentation to complete the proposed purchase as described in Section 6 below, to the Head of Strategic Housing Services, Head of Legal, Governance and HR and Head of Corporate Finance, in consultation with the Leader of the Council and the Cabinet Member for Housing.

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

Reasons for the Recommendations

The Covid pandemic and the current economic climate has fuelled what is already a high demand on the homelessness service. In responding to this demand the Council has been forced to resort to some of the most expensive forms of temporary accommodation, such as bed and breakfast, commercial hotels and other forms of nightly paid accommodation.

Expanding the portfolio of Council owned temporary accommodation through the acquisition of properties will help alleviate some of these pressures.

17. CBC Parking Services Agreement with NHS Property Services Ltd

Exempt Paragraphs 3 & 5

- Information relating to the financial or business affairs of any particular person (including the authority holding that information)
- Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.

The Cabinet Member for Environmental Services and Sustainability presented report HCS/35. The report requested approval to update and renew the current agreement and processes with regard to CBC Parking Services and Crawley Hospital car park.

RESOLVED

That the Cabinet

- a) approves in principle the negotiation and securement of an agreement with NHS Property Services Ltd for CBC Parking Services to continue the operation and enforcement of the Off Street Parking Order (OSPO) at Crawley Hospital Car Park.
- b) delegates the negotiation, agreement terms, duration and approval and completion of all relevant legal documentation to the Head of Community Services in consultation with the Head of Legal, Governance and HR, Head of Corporate Finance and appropriate Cabinet Member. This will include:
 - Fulfilment of the legislative requirements associated with the Off Street Parking Order
 - Lease agreement
 - Service Level Agreement

Reasons for the Recommendations

The recommendations are required to ensure that the operation and enforcement of the OSPO for Crawley Hospital Car Park are legally compliant and in place as soon as possible. The recommended approach aims to provide a balance between ensuring a compliant, high quality service which continues to support the wider needs of residents and businesses relating to local traffic congestion and mitigate any future potential risks.

Closure of Meeting

With the business of the Cabinet concluded, the Chair declared the meeting closed at 8.53 pm

P K LAMB
Chair

Crawley Borough Council

Minutes of Planning Committee

Tuesday, 30 November 2021 at 7.00 pm

Councillors Present:

R D Burrett (Chair)

S Buck (Vice-Chair)

Z Ali, A Belben, I T Irvine, K L Jaggard, S Malik, M Mwangale, S Raja and P C Smith

Officers Present:

Siraj Choudhury Head of Legal, Governance and HR

Jean McPherson Group Manager (Development Management)

Marc Robinson Principal Planning Officer

Clem Smith Head of Economy and Planning

Jess Tamplin Democratic Services Support Officer

Also in Attendance:

Councillor K McCarthy

1. Disclosures of Interest

The following disclosures of interests were made:

Councillor	Item and Minute	Type and Nature of Disclosure
Councillor Burrett	Planning application CR/2021/0243/FUL – Land East of Radford Road (and West of the Access Road to the Thames Sewerage Treatment Works), Radford Road, Crawley (Minute 4)	Personal Interest – had been approached by residents in his role as Councillor for Pound Hill North and Forge Wood to discuss the application site, but had expressed no view and remained impartial on the matter
Councillor Burrett	Section 106 Monies – Q4 2020/21 to Q2 2021/22 (Minute 5)	Personal Interest – Member of West Sussex County Council

2. Lobbying Declarations

The following lobbying declarations were made by councillors:-

Councillor Burrett had been lobbied but expressed no views on application CR/2021/0243/FUL

Councillor A Belben had been lobbied by Councillor T Belben but expressed no views on application CR/2021/0243/FUL.

3. Minutes

The minutes of the meeting of the Planning Committee held on 31 August 2021 were approved as a correct record and signed by the Chair.

4. Planning Application CR/2021/0243/FUL - Land East of Radford Farm (and West of the Access Road to the Thames Sewerage Treatment Works), Radford Road, Crawley

The Committee considered report [PES/377](#) of the Head of Economy and Planning which proposed as follows:

Material change of use of land to a gypsy and traveller site for 2 pitches each with 3 caravans and associated operational development (hardstanding, access track, shared package treatment plant, amenity blocks, sheds, kennel/dog run and post and rail fencing) - retrospective.

Councillors Ali, A Belben, Burrett, Jaggard, Mwangale, Raja, and P Smith declared they had visited the site.

The Principal Planning Officer provided a verbal summation of the application, which sought retrospective permission for a change of use of a 0.23 hectare area of former paddock/woodland to a gypsy and traveller site, which was already occupied. The Officer updated the Committee that several corrections and clarifications to report PES/377 were required as follows:

- The first sentence of paragraph 5.10 was to be corrected to read '*Whilst accepting they form part of an established Gypsy/Traveller family related to most of the larger traveller families across Kent, Oxford and the UK, further information does indicate links to Horsham, Mole Valley and the wider Irish Traveller community in Crawley.*'
- Paragraphs 5.16 and 5.17 were to have the word '*deliverable*' replaced by '*developable*' in relation to the allocated Local Plan gypsy/traveller site.
- The first sentence of paragraph 7.1 was to be amended to read '*The Council is currently able to demonstrate a 5 year land supply of developable gypsy/traveller pitches within the borough, although weight needs to be given to the applicants' needs as the site is not currently deliverable.*'

The Committee was updated that no response was received from the Ecology Officer, so it was taken that there had been no objection to the application. The Planning Officer also explained that a further letter had been received from the agent commenting on the officer report – the agent's letter was read out in full with the omission of some personal details. The correspondence queried a number of matters in the report and raised issues including the lack of consideration of temporary permission for the site, the levels of noise caused by passing aircraft, the Council's 5 year supply of gypsy and traveller pitches, the potential flood risk at the site, and the personal circumstances of the applicants.

Robert Biggs (a neighbour of the site) spoke in objection to the application on behalf of Radford Road Neighbourhood Watch. Matters raised included:

- Noise disturbance to neighbours of the site and harm to visual amenity, as the development was not considered to be in keeping with the local area. The value of neighbouring properties had decreased.

- The development had impacted the local flood risk. Drainage at the site was poor and there was a history of flooding in the area, and there was a blocked culvert nearby.
- The environmental impact - trees were removed, wildlife (including protected species) may have been displaced, the hardstanding may have been laid improperly, and the site was in an area of archaeological interest.
- Access, damage, and road visibility concerns at the site entrance and on to Radford Road.

Councillor Kevan McCarthy (ward councillor for Pound Hill North and Forge Wood) spoke in objection to the application. Matters raised included:

- The land was priced and sold as a site not suitable for development, and was in an area safeguarded from development by Gatwick Airport.
- The site's close proximity to the Gatwick runway. Despite the airport operating at reduced capacity due to Covid-19, the noise impact at the site was considerable and would likely worsen when flight numbers reverted.
- The way in which the works on site were implemented – including whether or not there were breaches of the stop notices issued.
- A significant number of objections, comments, and noise complaints had been made by members of the public regarding the site since its occupation.

The Committee then considered the application.

A Committee member queried whether further works were carried out at the site after a stop notice was issued in April 2021. The Planning Officer stated that the Council was not aware of any material breaches of the notice, except those that had later been reversed.

Following a query from a Committee member regarding temporary planning permission, the Planning Officer confirmed that the application before the Committee was for permanent permission. Planning policy stated that consideration should be given to granting temporary permission if there was not a 5 year supply of gypsy/traveller pitches in the borough – the Council had a developable site, but this was not yet deliverable. It was explained that temporary permission had been considered by officers, however the application site was not suitable for occupancy due to the issues set out in the report (primarily the impact of flood risk and aircraft noise on the health and safety of the occupants) and it was considered that the negatives of the site constraints outweighed the circumstances of the applicants.

The developable site (Broadfield Kennels) was further discussed. The Planning Officer confirmed that the Local Plan identified this as the only reasonable gypsy/traveller site in Crawley. It was not yet subject to a planning application for a change of use, and no need for the site had been raised with the Local Planning Authority since the Plan was adopted in 2015, but it was identified as deliverable when required which was estimated to be within five to ten years of the date of the adoption of the Plan.

Having taken into account the information presented to them, Committee members considered that the recommendation to refuse was well-reasoned with substantial grounding in planning policy. Flooding at and around the site was of particular concern.

It was requested by Councillor Irvine that a recorded vote be taken on the application. The names of the Committee members voting for, against, or abstaining were as follows:

For the recommendation to refuse: Councillors Ali, A Belben, Buck, Burrett, Irvine, Jaggard, Malik, Mwagale, Raja, and P Smith (10).

Against the recommendation to refuse: none.

Abstentions: none.

RESOLVED

Refuse for the reasons set out in report PES/377.

5. Section 106 Monies - Q4 2020/21 to Q2 2021/22

The Committee considered report [PES/389](#) 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 4 of the financial year 2020/21 and quarter 2 of 2021/22.

Following a question from a Committee member regarding the frequency of the S106 update reports, the Head of Economy and Planning confirmed that the reports were previously considered by the Committee quarterly, but since the beginning of the Coronavirus pandemic, officers' workloads had increased. The reports were therefore less frequent but it was hoped that they would soon return to the Committee on a quarterly basis.

The Chair welcomed the £55,000 in open space contributions provisionally allocated to the Wakehams Green playground, which was in need of refurbishment.

RESOLVED

That the update on S106 monies received, spent and committed between quarter 4 of 2020/21 and quarter 2 of 2021/22 was noted.

6. Update on Water Neutrality

At the request of the Chair, the Head of Economy and Planning provided an update following Natural England's position statement on water neutrality. It was heard that consultants had recently been appointed by the Council to assess the water usage of planning applications. A number of previously permitted applications were to be re-considered by the Planning Committee with new elements tackling the water neutrality issue, which were likely to be ready for the next Committee meeting in January 2022.

Closure of Meeting

With the business of the Planning Committee concluded, the Chair declared the meeting closed at 8.11 pm.

**R D Burrett
(Chair)**

Agenda Item 7

Full Council

15 December 2021

NOTICE OF MOTION 1 – AMENDING THE TARGETS WITHIN THE CLIMATE EMERGENCY ACTION PLAN

Mover Councillor Crow and Seconder Councillor Piggott

The recent COP26 summit was an important event for the world in seeking to address climate change by working to limit global temperature rise to 1.5°C. It was widely agreed at COP26 that this decade, the 2020s, is a make or break decade for the world to act. Whilst several promising agreements were reached, it is widely recognised that there is more for the world to do.

In November 2021, this Council's Cabinet agreed the Council's Climate Emergency Action Plan which pledged to reduce emissions by 45% by 2030 and to reach net zero by 2050.

This Council notes that:

Nearly two thirds of English local authorities have pledged to reach net zero by 2030, including our own local upper tier authority, West Sussex County Council, as well as other District and Borough Councils within West Sussex.

This Council resolves that:

Crawley Borough Council's Climate Emergency Action Plan is amended to pledge to reduce emissions by at least 50%, and as close to net zero as possible by 2030, and to reach net zero by 2040 at the very latest.

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