

Crawley Borough Council

Agenda of the Full Council

To: The Mayor and Councillors

You are summoned to attend a meeting of the **Full Council** which will be held in **The Spotlight Room - The Hawth**, on **Friday, 28 May 2021** at **7.30 pm**

Nightline Telephone No. 07881 500 227



Chief Executive

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

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Safety Protocol for the Meeting

The safety of Members council officers and the public is paramount as such social distancing will be in operation and face masks will be worn (unless speaking) at all times. Hand sanitising will also be required on entry to the venue.

Duration of the Meeting

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

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



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

Part A Business (Open to the Public)

	Pages
1. Apologies for Absence	
To receive any apologies for absence.	
2. Disclosures of Interest	
In accordance with the Council's Code of Conduct, councillors are reminded that it is a requirement to declare interests where appropriate.	
3. Election of Mayor 2021/ 2022	
To elect a Mayor for the Council year 2021/ 2022.	
The Labour nomination for Mayor for 2021/ 2022 is Councillor Shahzad Malik*	
The Conservative nomination for the Mayor for 2021/ 2022 is Councillor Maureen Mwangale	
Both nominations will be formally moved and seconded at the meeting in advance of the vote on the Mayoralty.	
<i>* Councillor Malik is Deputy Mayor and is in the Chair of the Full Council at the start of this item. As he is a nominee he is unable to preside over an election in which he is involved. Therefore Councillor Malik will relinquish the Chair for the item. As such he will seek nominations for a temporary Chair for this item – Election of Mayor 2021/ 2022.</i>	
4. Election of Deputy Mayor 2021/ 2022	
To elect a Deputy Mayor for the Council year 2021/ 2022.	
5. Vote of Thanks to the Retired Mayor and Mayor's Consort	
Vote of thanks to Mr Francis Guidera, who served as the Mayor of Crawley for the Mayoral year 2020-2021 and his Consort.	
6. Minutes	5 - 18
To approve as a correct record the minutes of the meeting of the Full Council held on 24 March 2021.	

	Pages
<p>7. Communications</p> <p>To receive and consider any announcements or communications, including an update on the Youth Mayor and Youth Deputy Mayor for the forthcoming year.</p>	
<p>8. Results of Borough Council Elections held on 6 May 2021</p> <p>To receive the Returning Officer's report on the results of the Borough elections held on 6 May 2021, LDS/168.</p>	19 - 30
<p>9. Urgent Item of Business - Notice of Motion 1 - Motion of No Confidence</p> <p>To consider, the following Notice of Motion to be moved by Councillor Crow and seconded by Councillor McCarthy.</p> <p>This item has been included on the agenda as an urgent item.</p>	31 - 32
<p>10. Proposed Cabinet and their Portfolio Holder Responsibilities for 2021/ 2022</p> <p>The Leader of the Council will present their Cabinet, the portfolios and the executive delegation's schemes.</p>	
<p>11. Review of Political Proportionality, Constitution of Committees and Appointments to Outside Organisations 2021-2022</p> <p>To consider report LDS/167 of the Head of Legal, Governance and HR.</p>	33 - 42
<p>12. Urgent Item of Business - Appointment of Independent Person(s)</p> <p>Appointment of Independent Persons</p> <p>The Committee on Standards in Public Life (CSPL), recommends that local authorities appoint an Independent Person(s) for a term of office of two years.</p> <p>Currently the Council has only one Independent Person, Mr Peter Nicholson, whose term ends in July 2021. Mr Nicholson has indicated that he would be willing to serve a further year in the role.</p> <p>The Governance Committee (in conjunction with the Head of Legal, Governance and HR) had previously advised that the Council should advertise for a second Independent Person. Mr Russell Brown is recommended to be appointed, following a recruitment and interview process.</p>	

To ensure continuity of the role and to prevent both Independent Persons' positions from becoming vacant at the same time, it is recommended that these appointments be scheduled for renewal in alternate years. It is therefore recommended that Mr Nicholson be appointed for a term of one year (until July 2022) and Mr Brown for a term of two years (until July 2023). Future appointments will then be made for terms of two years.

Recommendation

The Full Council is recommended to:

Renew the appointment of Mr Peter Nicholson for a further one year term of office (ending 31 July 2022) as the Independent Person under the provisions of The Localism Act 2011.

Appoint Mr Russell Brown for a two year term of office (ending 31 July 2023) as the Independent Person under the provisions of The Localism Act 2011.

13. Supplemental Agenda

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

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Crawley Borough Council

Minutes of Full Council

Wednesday, 24 March 2021 at 7.30 pm

Councillors Present:

F Guidera (Mayor)

S Malik (Deputy Mayor)

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

Also in Attendance:

Mr Peter Nicolson Independent Person

Officers Present:

Natalie Brahma-Pearl Chief Executive

Ian Duke Deputy Chief Executive

Heather Girling Democratic Services Officer

Chris Pedlow Democratic Services Manager

1. A Moment of Reflection

The Mayor held a minute of silence to allow a moment of reflection to honour the 194 Crawley residents that have sadly passed away within the Borough as a result of Covid-19 and for those who have been affected by the virus. Also in respect of former Councillor David Barry who died recently.

The Mayor then invited the two Group Leaders Councillors Lamb and Crow respectively to say a few words over the impact of the pandemic on Crawley's residents including over the sad loss of life.

Councillors Lanzer and Mullins, then on behalf of the Council paid their respects to the passing of David Barry with heartfelt and touching tributes.

2. Disclosures of Interest

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

3. Minutes

The minutes of the meeting of the Full Council held on 24 February 2021 were approved as a correct record and signed by the Mayor.

4. Communications

The Mayor provided a brief update commenting that he was able to attend the Veterans' club breakfast club which was an honour.

The Mayor Councillor Guidera, then announced that he would be resigning as a Councillor in the coming days, due to personal reasons and the need to relocate to America to be with family. A copy of his resignation speech is attached as Appendix B to these minutes.

Councillor Crow and Lamb, then paid tribute to Councillor Guidera, for his service to the Town and his residents. Both members also wished him and his family very best for the future.

It was acknowledged that at the AGM that the Deputy Mayor would be in the Chair for the start of the meeting.

5. Public Question Time

There were no questions from the public.

6. Future Format of Council Meetings (Recommendation 1)

The Full Council considered report [LDS/165](#) of the Democratic Services Manager which set out the current legislative position on the format of Council meetings and requested that the Committee consider the potential options available in relation to those matters.

The report highlighted that:

- Unless the legal position changed or legislation was extended all Committee meetings from 8 May 2021 would need to revert to in-person meetings as virtual formal meetings would be unlawful. As of 11 March 2021 the legal position remained unchanged.
- Up to 21 June, meetings would be held in some form of lockdown.
- Whilst the Council offices remained in the current building, meetings in the committee rooms could include the use of Teams but it would not be possible to accommodate a fully hybrid style meeting. The new Town Hall would have in-built webcasting equipment which would facilitate fully hybrid meetings if required.

The item had been previously considered at the Governance Committee on 15 March 2021. Councillor Burrett moved the recommendation which was seconded by Councillor Lunnon. Councillors Crow, Mullins, Lanzer and McAleney also spoke during the debate on the recommendation

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

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Full Council (93)
24 March 2021

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

Against the recommendation: None (0)

Abstentions: (0)

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

RESOLVED

That the Full Council be recommended to approve that:

- a) In principle and when possible, formal meetings of the Council be held in person and that informal meetings of the Council be digitally enabled.
- b) Dependent on any legislation which comes into force, the Full Council AGM on 28 May 2021 be held virtually.
- c) Should further legislation not be enacted which allows the continuation of virtual meetings, meetings in public held by the Council revert back to in person meetings and the Virtual Committee Procedure Rules and Licensing Sub-Committee (Hearings) Virtual Procedure Rules be suspended with the ability to reinstate them should it become necessary to do so.
- d) Should legislation come into force, the Monitoring Officer, in consultation with the Group Leaders and the Chair and Vice-Chair of the Governance Committee, be delegated authority to amend the Constitution to reflect the wishes expressed by the Committee (and the Full Council, if approved) that the next cycle of meetings (up to and including the 14 July 2021 Full Council meeting) be held virtually.

7. Notification of Decision Protected from Call-In - (Recommendation 2)

The Mayor introduced the item, which was set out on page 3 of the agenda that the Chief Executive on 10 March 2021, used her protection from Call-in authority in relation to a decision taken by the Cabinet on the Crawley Town Investment Plan – Heads of Terms. In line with Council's Constitution use of her protection from Call-in must be reported to Full Council.

The reasons for the protection was the deadline for the Chief Executive to submit the Heads of Terms back to the Government by 5pm on 24 March 2021 the same day as the Full Council meeting. The Mayor confirmed the Chief Executive had submitted the Heads of Terms back to the Government before the deadline.

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

RESOLVED

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

8. Notice of Motion - Crawley's Peoples Future

The Council considered the Notice of Motion 1 - 'Crawley's Peoples Future' as set out in the Full Council's agenda. The Motion was moved and presented by Councillor Sudan in do so gave further explanation behind the reasoning behind the Notice of Motion. Councillor Fiveash then seconded it.

Councillor Crow then moved and presented the Conservative amendment, (*as shown in Supplementary Agenda Order Paper*). The amendment was seconded by Councillor McCarthy.

Councillor Lamb then moved a Procedural Motion in relation to FCPR 11.1 (m) *That the item/issue now be voted upon*. The Procedural Motion was then seconded by Councillor Lunnon.

Clarification was provided to the Full Council on what the moved Procedural Motion meant in practical terms, namely if it was carried, then there would be no further debate on the Notice of Motion and the associated Amendment and voting then commence, on both.

The Mayor then invited the Democratic Services Manager to commence the voting process on the Procedural Motion.

For the Procedural Motion: Labour block vote of 14 votes, and Conservative block vote of 17 votes. (31)

Against the recommendation: Councillors Fiveash and Sudan (2)

Abstentions: Councillor Pickett (1)

The Mayor declared the Procedural Motion was carried – votes in favour 31, and votes against 2 with 1 abstention.

RESOLVED

That the Full Council approves Procedural Motion in relation to FCPR 11.1 (m) *That the item/issue now be voted upon*, namely that the vote commence immediate on the Notice of Motion and the related Amendment

The Mayor asked the Democratic Services Manager to commence the voting process on the proposed Conservative Amendment on the Notice of Motion, as moved by Councillor Crow and Seconded by Councillor McCarthy.

For the Amendment: Conservative block vote of 17 votes. (17)

Against the Amendment: Labour block vote of 14 votes, Councillors Fiveash and Sudan (16)

Abstention: Councillor Pickett (1)

The Mayor declared Amendment was carried – votes in favour 17, and votes against 16 with 1 abstention.

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The Mayor asked the Democratic Services Manager to commence the voting process on the proposed Substantive Notice of Motion as amended.

For the Substantive Notice of Motion: Labour block vote of 14 votes, Conservative block vote of 17 votes, Councillors Fiveash and Sudan. (33)

Against the Substantive Notice of Motion: None (0)

Abstention: Councillor Pickett (1)

The Mayor declared Substantive Notice of Motion as carried – votes in favour 33, and votes against 0 with 1 abstention.

RESOLVED

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

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

There is no dispute that Crawley has been severely affected by the pandemic and we know that the highest cost, both socially and financially, will be borne by the ordinary people of our Town.

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

This Council resolves to ensure that, whatever the future holds, the interests of Crawley people will continue to be paramount and reaffirms its commitment to community engagement and public consultation.

9. Councillors' Questions Time

Name of Councillor asking Question	Name of Cabinet Member Responding
Councillor Fiveash to the Leader of the Council I feel that with the answer I've been given by Councillor Lamb that I would like to state that with regards to the officers of the council I haven't sneered at them, I believe they've done a wonderful job, both over the course of the pandemic and	

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<p>in general. My questions were about the comments ending the pandemic and about what work the council had done to do that. I can see from Councillor Lamb's response that I assumed we all knew what a pandemic was but clearly that's not the case. I realise that's not a question but a statement, so no I don't have a question.</p>	
<p>Councillor Bob Burgess to the Cabinet Member for Wellbeing</p> <p>I wish to thank the Cabinet Member for his answers but within his answer it states that the total cost of the petanque pitch both installation and maintenance was £5315 and over time this figure will rise. Given the financial pressures the council is under (not just with the pandemic), how can the Cabinet member justify this continued outlay especially when there are no usage figures?</p>	<p>Councillor Mullins, Cabinet Member for Wellbeing</p> <p>There was a delay in the pitch being built in the winter season of 2018 and that was prior to the pandemic. Obviously because of Covid there hasn't been a lot we've been able to do with marketing and publicity. A new facility will take time to establish and hopefully once we are through the pandemic usage and demand will increase. I did want to do a lot of charity and mayoral events there. It is a minority activity and interest but in Crawley we try to accommodate everyone. There is a cost associated with the pitch, but it is not extortionate and involves simple maintenance and it was built with good intentions.</p>
<p>Councillor Purdy to the Leader of the Council</p> <p>At the Cabinet meeting of 10 March 2021 Councillor Mullins expressed the view <i>"any future housing development in Crawley could be council housing. I think we really have got enough private housing in the town and we should be able to concentrate on council housing"</i>. I, and my fellow members of the Conservative group feel the future housing, albeit in our very crowded town must be a broad mix of house types and tenures and we should not be sending the message to our aspirational residents that if you want to own your own home you need to move out of Crawley. Is the Leader of the Council in agreement with his fellow Cabinet member and if he is, how does he propose that all future houses will be council houses, how does he propose to circumnavigate the planning laws to achieve this?</p>	<p>Councillor Lamb, Leader of the Council</p> <p>You can do whatever you can around planning and preparation but I'm delighted to hear Councillor Purdy's remarks. Affordable housing is one of the biggest challenges we face as a local authority. When this town was built the majority of the housing was council housing. To try to claim that there's a shortage of private housing is to ignore the fact that the majority of it has been sold off. And it was sold off at an undervalue now we find ourselves as a local authority with a list of over 2000 on a housing list. To try and maximise the affordable housing is an ongoing duty and when furlough ends and we see the true effect of the pandemic we are going to be swamped with people wanting an affordable place to live. Private housing can be taken on by anyone. Council housing has to be taken on by someone already living here with a long term local connection. Any housing being built</p>

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<p>Whilst I understand much of what your answer was about, I don't believe you actually answer the question which was do you believe we should actually break planning law by only permitting affordable housing within our town?</p>	<p>should be going to those that need it. There are many private homes already available if that's what people want but what people write to me about is the lack of affordable housing. Within the Local Plan in 2015, we put forward 40% affordable housing and I think Councillor Mullins was speaking on behalf of the great majority of this town once again being about affording housing at a reasonable price.</p> <p>Neither Councillor Mullins nor I believe that. Councillor Mullins was expressing the desire to catch up with the housing list to be in a position to provide people with housing they can afford in the town which we are trying to provide the maximum amount of affordable housing within current rules.</p>
<p>Councillor Crow to the Leader of the Council</p> <p>Last month we passed the budget, his 7th as Leader (6 entire Labour budgets). The first in 2015 was a council tax freeze then the subsequent five have all been around 2.5%. However over the same period, inflation has been in all those years, lower than the amount of council tax rise than this local authority has imposed. For example, in 2015 inflation was 0.37% 2016 1% 2017 2.5% 2018 2.3% 2019 1.74% 2020 0.77% Last month 0.4%</p> <p>What is my interest in council tax rises and inflation rises? I and many people in Crawley have seen a Facebook feed a claim from the Crawley Labour party that under Labour this council has actually delivered an 11.2% council tax reduction in real terms compared to inflation. Although the actual post also doubles the amount of inflation since November 2012 when Katy Bourne became PCC. Could the Leader confirm what have been the council tax rises compared to inflation over the time he's been setting the budget and does he agree with me that the Facebook post is entirely misleading and inaccurate?</p>	<p>Councillor Lamb, Leader of the Council</p> <p>I don't have the inflation figures to hand. I can say that inflation figures the Labour Party used elsewhere were sourced from the Bank of England's own inflation calculator. In terms of this council's own council tax increase, they tend to be far lower than other districts/boroughs. If looking at the breakdown of the council tax, 78% of WSCC and 11% of Police and Crime Commissioner and when you look at what's happening to their increases over time you can clearly see how is putting up the council tax bills by percentage terms.</p>

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<p>Would the Leader be able to provide me with the inflation figures that he is using as he must be assuming that inflation must have been over 2.5% for the last few years, which obviously is not the case, so the figures and how this relates to council tax increases would be very helpful.</p>	<p>I will provide a hyperlink to the necessary details.</p>
<p>Councillor Jaggard to the Cabinet Member for Environmental Services and Sustainability</p> <p>I understand the aim of the Licensing fees and charging scheme is for it to be self-funding. That is for it just to cover the costs of the administration. For most licences, eg horse riding establishments, animal boarding, kennels, tattoo parlours this is in fact the case. At the last Licensing meeting we were told that Crawley Borough Council ie Crawley taxpayers are subsidising one type of licensing business by over £5,000 in 2017, which was then increased pre-Covid to £25,000 for the year 2019 and it is now in 2021 heading towards £55,000 for a business sector which is still able to trade during the lockdown. This is a subsidy of council tax payers' money. What are you doing to address this? Is the aim for all licence applications to be self-funding and if so how are you planning to achieve it?</p>	<p>Councillor Jhans, Cabinet Member for Environmental Services and Sustainability</p> <p>Thank you for your question. I am aware that at the last Licensing Committee meeting, it was voted in favour to increase the fees by 2%. Around the technicality of the subsidy I'm afraid I do not have the full individual details to hand. However I am happy to provide a written answer to you.</p>
<p>Councillor Sudan to the Cabinet Member for Public Protection and Community Engagement</p> <p>The Leader of the Conservative Group is to be commended for devoting the whole of his column in the Crawley Observer this week to the critical issue of women's safety, both in the home and on our streets, and the importance of urgent and robust action of central government. With that in mind, can the Cabinet member for Public Protection and Community Engagement please tell the women and girls of Crawley what action she's now taking locally to guarantee their safety both night and day as they go about their daily lives in and around our town.</p>	<p>Councillor B Smith, Cabinet Member for Public Protection and Community Engagement</p> <p>I can't claim to be taking any personal action to ensure people, particularly women are safe. I think we have to rely on the good officers of the police and they are doing the good job that we expect from them. I do not believe it is a personal responsibility of mine. But I am content at this time with the actions being taken to protect women, girls and men also.</p>

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<p>Councillor Pendlington to the Cabinet Member for Wellbeing</p> <p>My question is about the community centres. Obviously the council has lost a lot of income with facilities being closed for the majority of the last 12 months. What is your plan now to ensure people start using them again and to start making that money back?</p>	<p>Councillor Mullins, Cabinet Member for Wellbeing</p> <p>Clearly, it's much wider that the community centres, it's a similar situation with K2 Crawley and the Hawth. It is a problem that we have to get back to normal when the government give us permission to do so. We cannot simply book centres again which are small areas where large numbers of people would potential gather, for parties or meetings. Once we get the licence to proceed we can look more closely at how we can operate safely. There's lots of scope for the community centres as I'm sure people may want to meet up or continue their regular booking slot in some form, but they are only some of the venues within the portfolio to consider.</p>
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10. Receiving the Minutes of the Cabinet, Overview and Scrutiny Commission and Other Committees including Items for Debate

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

RESOLVED

That the following reports be received:

Licensing Committee – 2 March 2021
Audit Committee – 3 March 2021
Overview and Scrutiny Commission – 8 March 2021
Planning Committee – 9 March 2021
Cabinet – 10 March 2021
Governance Committee – 15 March 2021

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

Agenda Page no.	Committee/ Minute no.	Item
p.68	Cabinet 10 March 2021 (Minute 7) Conservative Group	Proposed Extension of Air Quality Management Area.

11. Item for Debate - Proposed Extension of Air Quality Management Area - Cabinet, 10 March 2021 (Minute 7)

Councillor Purdy explained the rationale for bringing forward this item for debate was that as the Hazelwick AQMA was declared in 2015 to satisfy the requirements of the Environment Act 1995, to monitor air quality and mitigate air borne pollution. It was disappointing that air quality had not improved and as a consequence the extension to the AQMA was proposed. Investigating the extension was one of the many recommendations from the Climate Change Scrutiny Panel and it was welcomed that this was being addressed so early. A single management area should enable a holistic air quality action plan to be implemented in a co-ordinated manner.

Councillors R Burgess, P Smith, Burrett, B Burgess and Lamb also spoke on this item.

Councillor Jhans responded on this item included that air quality in Crawley in generally good and he welcomed the extension to the AQMA and noted that it was recommendation from the Climate Change Scrutiny Panel to have an AQMA in the Hazelwick area.

Closure of Meeting

With the business of the Full Council concluded, the Chair declared the meeting closed at 9.38 pm

**F Guidera
(Mayor)**

Disclosures of Interest

Councillor	Item and Minute	Meeting	Type and Nature of Disclosure
Councillor R G Burgess	Community Grants Allocations (Minute 4)	Overview and Scrutiny Commission 8 March 2021	Personal Interest – Council representative on Crawley Open House
Councillor R G Burgess	Community Grants Allocations (Minute 4)	Overview and Scrutiny Commission 8 March 2021	Personal Interest – Crawley Festival committee member
Councillor R D Burrett	Community Grants Allocations (Minute 4)	Overview and Scrutiny Commission 8 March 2021	Personal Interest – Trustee for Crawley Open House
Councillor R G Burgess	Proposed Extension of Crawley Air Quality Management Area Boundary (Minute 5)	Overview and Scrutiny Commission 8 March 2021	Personal Interest – Ward member for Three Bridges
Councillor R D Burrett	West Sussex Health and Care in Housing Memorandum of Understanding (Minute 6)	Overview and Scrutiny Commission 8 March 2021	Personal Interest – Member of WSCC
Councillor R D Burrett	West Sussex Health and Care in Housing Memorandum of Understanding (Minute 6)	Overview and Scrutiny Commission 8 March 2021	Personal Interest – Trustee for Crawley Open House
Councillor R A Lanzer	"One Town" - Draft Crawley Economic Recovery Plan (Minute 7)	Overview and Scrutiny Commission 8 March 2021	Personal Interest – WSCC Cabinet Member for Economy and Corporate Resources
Councillor R A Lanzer	Crawley Town Investment Plan - Draft Heads of Terms (Minute 7)	Overview and Scrutiny Commission 8 March 2021	Personal Interest – WSCC Cabinet Member for Economy and Corporate Resources
Councillor R A Lanzer	Crawley Town Investment Plan - Draft Heads of Terms (Minute 7)	Overview and Scrutiny Commission 8 March 2021	Personal Interest – Member of the Crawley Economic Recovery Task Force & Town Deal Board
Councillor R D Burrett	Health and Adult Social Care Scrutiny Committee (HASC) (Minute 9)	Overview and Scrutiny Commission 8 March 2021	Personal Interest – Member of WSCC
Councillor R D Burrett	West Sussex Health and Care in Housing Memorandum of	Cabinet 10 March 2021	Personal Interest – Member of WSCC

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	Understanding (Minute 6)		
Councillor R D Burrett	West Sussex Health and Care in Housing Memorandum of Understanding (Minute 6)	Cabinet 10 March 2021	Personal Interest - Trustee for Crawley Open House
Councillor B J Burgess	Proposed Extension of Crawley Air Quality Management Area Boundary (Minute 7)	Cabinet 10 March 2021	Personal Interest – Ward member for Three Bridges
Councillor B J Burgess	Proposed Extension of Crawley Air Quality Management Area Boundary (Minute 7)	Cabinet 10 March 2021	Personal Interest – Member of WSCC
Councillor Flack	Proposed Extension of Crawley Air Quality Management Area Boundary (Minute 7)	Cabinet 10 March 2021	Personal Interest – Lives in a property boarding the proposed AQMA
Councillor Jhans	Proposed Extension of Crawley Air Quality Management Area Boundary (Minute 7)	Cabinet 10 March 2021	Personal Interest – Lives in a property that would be covered by the proposed AQMA
Councillor Lamb	Proposed Extension of Crawley Air Quality Management Area Boundary (Minute 7)	Cabinet 10 March 2021	Personal Interest – Lives in a property boarding the proposed AQMA
Councillor Purdy	Proposed Extension of Crawley Air Quality Management Area Boundary (Minute 7)	Cabinet 10 March 2021	Personal Interest – Ward member for Three Bridges
Councillor Purdy	Proposed Extension of Crawley Air Quality Management Area Boundary (Minute 7)	Cabinet 10 March 2021	Personal Interest – Lives in a property boarding the proposed AQMA
Councillor R D Burrett	Community Grants Allocations (Minute 8)	Cabinet 10 March 2021	Personal Interest – Trustee for Crawley Open House

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Appendix B

Councillor Francis Guidera Mayoral Resignation and Farewell Speech

This will be my last meeting as a borough councillor. I will be stepping down in the coming days and two of my Conservative colleagues will then immediately call for a by-election to be held at the same time as the upcoming election in May.

I'm sure this news is a surprise to some, but for those who know me personally it won't be a total surprise.

I must first thank the residents of Tilgate for their support over the past 6 years. For not only electing me but more importantly for me, re-electing me! That was the vote of confidence. It has been a huge honour to represent you all in Tilgate (a lot of work too!) but I love my role and if I could continue, believe me I would. Sadly I think the 5000 miles distance between the USA and Tilgate might prove too much even for me and these councillor roles do not belong to us. It is a vocation, we represent with the consent of our electors... and it is now someone else's turn.

I would like to thank my colleagues on both sides of the political divide. For the public it might appear that we can't stand each other, but most of us get along well and that's how it should be. This past year has shown how well things can work when we operate only in the interests of the town, putting aside party politics. After the election, I hope those of you who are re-elected can return to this working in a collegial way, and long may it continue into the future!

I would like to thank Crawley Council's Officers, or as the public might call you, the council staff! Past and present, you have been so helpful and you are the unsung heroes of the council, particularly during these difficult past 12 months.

I would like to thank my great friend, Henry Smith our M.P. for convincing me to run for election back in 2015 and for the support he has provided ever since.

Whilst I don't like to single out anyone in our group, I would like to thank former Council Leader, Bob Lanzer for being a great friend, and for his calm and measured advice over the past 6 years.

I wish my successor the very best and I hope they are ready to work as hard as I have. Tilgate's residents now have a new standard which Cllr Maureen Mwagale is fully on board with. They will expect no less and have proven that they are more than happy to kick out anyone who they feel is not up to the task, no matter how 'important' that person might feel they are...

I would lastly, but for me most importantly, like to thank my family. My mum and my recently passed dad, God rest his soul, for their love, help and support. My wife Andrea and my stepsons Alex and Sean who have all helped and supported me, and Julianna, my beloved daughter, who over the years has expressed a wish for me to stop being an elected person because she wanted her dad back. Well Julianna, no more leafleting, no

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more canvassing, no more embarrassing 4 foot signs on the roof of the car, no more evening meetings. Just family.

And FACEBOOK! I'm not giving that up, EVER!

Thank you all, and let's keep fighting for Crawley!

DECLARATION OF RESULT OF POLL

Crawley Borough Council

Election of a Borough Councillor for Bewbush & North Broadfield Ward on Thursday 6 May 2021

I, Natalie Brahma-Pearl, being the Returning Officer at the above election, do hereby give notice that the number of votes recorded for each Candidate at the said election is as follows:

Name of Candidate	Description (if any)	Number of Votes*
ARFIN, Shamsul	Liberal Democrat	92
BRADES, David Nicholas	The Conservative Party Candidate	744
JONES, Michael Gerard	The Labour Party Candidate	1045 Elected
KAIL, Richard Martin	Green Party	283

* If elected the word 'Elected' appears against the number of votes.

The number of ballot papers rejected was as follows:	Number of ballot papers
A want of an official mark	0
B voting for more Candidates than voter was entitled to	5
C writing or mark by which voter could be identified	0
D being unmarked or wholly void for uncertainty	8
E rejected in part	0
Total	

Vacant Seats: 1

Electorate: 7281

Ballot Papers Issued: 2167

Turnout: 29.76%

And I do hereby declare that, Michael Gerard Jones is duly elected.

Dated Wednesday 19 May 2021

Natalie Brahma-Pearl
Returning Officer

DECLARATION OF RESULT OF POLL

Crawley Borough Council

Election of a Borough Councillor for

Broadfield Ward

on **Thursday 6 May 2021**

I, Natalie Brahma-Pearl, being the Returning Officer at the above election, do hereby give notice that the number of votes recorded for each Candidate at the said election is as follows:

Name of Candidate	Description (if any)	Number of Votes*
BURKE, Craig Martin	The Conservative Party Candidate	964
KHAN, Kiran	The Labour Party Candidate	1095 Elected
KHAN, Parveen Sarwar	Liberal Democrat	145

* If elected the word 'Elected' appears against the number of votes.

The number of ballot papers rejected was as follows:	Number of ballot papers
A want of an official mark	0
B voting for more Candidates than voter was entitled to	1
C writing or mark by which voter could be identified	0
D being unmarked or wholly void for uncertainty	24
E rejected in part	0
Total	

Vacant Seats: 1

Electorate: 7340

Ballot Papers Issued: 2231

Turnout: 30.40%

And I do hereby declare that, Kiran Khan is duly elected.

Dated Wednesday 19 May 2021

Natalie Brahma-Pearl
Returning Officer

DECLARATION OF RESULT OF POLL

Crawley Borough Council

Election of a Borough Councillor for Gossops Green & North East Broadfield Ward on Thursday 6 May 2021

I, Natalie Brahma-Pearl, being the Returning Officer at the above election, do hereby give notice that the number of votes recorded for each Candidate at the said election is as follows:

Name of Candidate	Description (if any)	Number of Votes*
ALI, Zaker	The Conservative Party Candidate	1014 Elected
CHAMPION, May	Liberal Democrat	73
FLETCHER, Ben John William	Green Party	113
RANA, Tahira	The Labour Party Candidate	737
THORNBACK, Colin Andrew	Reform UK	59

* If elected the word 'Elected' appears against the number of votes.

The number of ballot papers rejected was as follows:	Number of ballot papers
A want of an official mark	0
B voting for more Candidates than voter was entitled to	12
C writing or mark by which voter could be identified	0
D being unmarked or wholly void for uncertainty	3
E rejected in part	0
Total	

Vacant Seats: 1

Electorate: 4793

Ballot Papers Issued: 2011

Turnout: 41.96%

And I do hereby declare that, Zaker Ali is duly elected.

Dated Wednesday 19 May 2021

Natalie Brahma-Pearl
Returning Officer

DECLARATION OF RESULT OF POLL

Crawley Borough Council

Election of a Borough Councillor for

Ifield

on **Thursday 6 May 2021**

I, Natalie Brahma-Pearl, being the Returning Officer at the above election, do hereby give notice that the number of votes recorded for each Candidate at the said election is as follows:

Name of Candidate	Description (if any)	Number of Votes*
BOUNDS, Joshua Steven	The Conservative Party Candidate	1157 Elected
BUCK, Sandra Patricia	The Labour Party Candidate	967 Elected
DICKSON, Iain Bradley	Green Party	302
FADELLE, Sally-Claire	Green Party	236
HART, Jilly	The Labour Party Candidate	935
MALLINSON, Lawrence Carl	Liberal Democrat	116
STONE, Martin	The Conservative Party Candidate	938

* If elected the word 'Elected' appears against the number of votes.

The number of ballot papers rejected was as follows:	Number of ballot papers
A want of an official mark	0
B voting for more Candidates than voter was entitled to	0
C writing or mark by which voter could be identified	0
D being unmarked or wholly void for uncertainty	34
E rejected in part	3
Total	

Vacant Seats: 2

Electorate: 7230

Ballot Papers Issued: 2676

Turnout: 37.01%

And I do hereby declare that, Joshua Steven Bounds, Sandra Patricia Buck are duly elected.

Dated Wednesday 19 May 2021

Natalie Brahma-Pearl
Returning Officer

DECLARATION OF RESULT OF POLL

Crawley Borough Council

Election of a Borough Councillor for Langley Green & Tushmore on Thursday 6 May 2021

I, Natalie Brahma-Pearl, being the Returning Officer at the above election, do hereby give notice that the number of votes recorded for each Candidate at the said election is as follows:

Name of Candidate	Description (if any)	Number of Votes*
ASHRAF, Tahir Hussain	The Conservative Party Candidate	823
MULLINS, Susan Rose	The Labour Party Candidate	1001 Elected
SARGENT, Michael John	Liberal Democrat	248

* If elected the word 'Elected' appears against the number of votes.

The number of ballot papers rejected was as follows:	Number of ballot papers
A want of an official mark	0
B voting for more Candidates than voter was entitled to	7
C writing or mark by which voter could be identified	0
D being unmarked or wholly void for uncertainty	26
E rejected in part	0
Total	

Vacant Seats: 1

Electorate: 6067

Ballot Papers Issued: 2105

Turnout: 34.70%

And I do hereby declare that, Susan Rose Mullins is duly elected.

Dated Wednesday 19 May 2021

Natalie Brahma-Pearl
Returning Officer

DECLARATION OF RESULT OF POLL

Crawley Borough Council

Election of a Borough Councillor for Maidenbower Ward on Thursday 6 May 2021

I, Natalie Brahma-Pearl, being the Returning Officer at the above election, do hereby give notice that the number of votes recorded for each Candidate at the said election is as follows:

Name of Candidate	Description (if any)	Number of Votes*
PECK, Duncan Maxwell	The Conservative Party Candidate	1517 Elected
PERRY, Maxwell Charles	Green Party	343
PRITCHARD, Matthew Douglas	The Labour Party Candidate	557

* If elected the word 'Elected' appears against the number of votes.

The number of ballot papers rejected was as follows:	Number of ballot papers
A want of an official mark	0
B voting for more Candidates than voter was entitled to	1
C writing or mark by which voter could be identified	0
D being unmarked or wholly void for uncertainty	9
E rejected in part	0
Total	

Vacant Seats: 1

Electorate: 6774

Ballot Papers Issued: 2424

Turnout: 35.78%

And I do hereby declare that, Duncan Maxwell Peck is duly elected.

Dated Wednesday 19 May 2021

Natalie Brahma-Pearl
Returning Officer

DECLARATION OF RESULT OF POLL

Crawley Borough Council

Election of a Borough Councillor for Northgate & West Green on Thursday 6 May 2021

I, Natalie Brahma-Pearl, being the Returning Officer at the above election, do hereby give notice that the number of votes recorded for each Candidate at the said election is as follows:

Name of Candidate	Description (if any)	Number of Votes*
ANDERSON, David Lee	Liberal Democrat	213
RAJA, Smita	The Labour Party Candidate	1097 Elected
SUDAN, Karen Mary	Independent	287
TARRANT, Janice	The Conservative Party Candidate	965

* If elected the word 'Elected' appears against the number of votes.

The number of ballot papers rejected was as follows:	Number of ballot papers
A want of an official mark	0
B voting for more Candidates than voter was entitled to	7
C writing or mark by which voter could be identified	0
D being unmarked or wholly void for uncertainty	20
E rejected in part	0
Total	

Vacant Seats: 1

Electorate: 7645

Ballot Papers Issued: 2589

Turnout: 33.87%

And I do hereby declare that, Smita Raja is duly elected.

Dated Wednesday 19 May 2021

Natalie Brahma-Pearl
Returning Officer

DECLARATION OF RESULT OF POLL

Crawley Borough Council

Election of a Borough Councillor for Pound Hill North & Forge Wood on Thursday 6 May 2021

I, Natalie Brahma-Pearl, being the Returning Officer at the above election, do hereby give notice that the number of votes recorded for each Candidate at the said election is as follows:

Name of Candidate	Description (if any)	Number of Votes*
MCCARTHY, Kevan John	The Conservative Party Candidate	1528 Elected
NOYCE, Robert Charles	The Labour Party Candidate	773

* If elected the word 'Elected' appears against the number of votes.

The number of ballot papers rejected was as follows:	Number of ballot papers
A want of an official mark	0
B voting for more Candidates than voter was entitled to	6
C writing or mark by which voter could be identified	0
D being unmarked or wholly void for uncertainty	20
E rejected in part	0
Total	

Vacant Seats: 1

Electorate: 6563

Ballot Papers Issued: 2331

Turnout: 35.52%

And I do hereby declare that, Kevan John McCarthy is duly elected.

Dated Wednesday 19 May 2021

Natalie Brahma-Pearl
Returning Officer

DECLARATION OF RESULT OF POLL

Crawley Borough Council

Election of a Borough Councillor for Pound Hill South & Worth Ward on Thursday 6 May 2021

I, Natalie Brahma-Pearl, being the Returning Officer at the above election, do hereby give notice that the number of votes recorded for each Candidate at the said election is as follows:

Name of Candidate	Description (if any)	Number of Votes*
ADENIYI, Olusina Damilola	The Labour Party Candidate	695
GAMBRELL, Cyril James	Green Party	272
PENDLINGTON, Alison Sara	The Conservative Party Candidate	1469 Elected
SHAHZAD, Naeem	Liberal Democrat	80

* If elected the word 'Elected' appears against the number of votes.

The number of ballot papers rejected was as follows:	Number of ballot papers
A want of an official mark	0
B voting for more Candidates than voter was entitled to	4
C writing or mark by which voter could be identified	0
D being unmarked or wholly void for uncertainty	11
E rejected in part	0
Total	

Vacant Seats: 1

Electorate: 6257

Ballot Papers Issued: 2531

Turnout: 40.45%

And I do hereby declare that, Alison Sara Pendlington is duly elected.

Dated Wednesday 19 May 2021

Natalie Brahma-Pearl
Returning Officer

DECLARATION OF RESULT OF POLL

Crawley Borough Council

Election of a Borough Councillor for

Southgate Ward

on **Thursday 6 May 2021**

I, Natalie Brahma-Pearl, being the Returning Officer at the above election, do hereby give notice that the number of votes recorded for each Candidate at the said election is as follows:

Name of Candidate	Description (if any)	Number of Votes*
CHARATAN, Julian George Joseph	The Labour Party Candidate	1069
EASTMAN, Andrew Luke	Liberal Democrat	137
FITTON, Robin	Green Party	167
PIGGOTT, Simon James	The Conservative Party Candidate	1139 Elected

* If elected the word 'Elected' appears against the number of votes.

The number of ballot papers rejected was as follows:	Number of ballot papers
A want of an official mark	0
B voting for more Candidates than voter was entitled to	2
C writing or mark by which voter could be identified	0
D being unmarked or wholly void for uncertainty	9
E rejected in part	0
Total	

Vacant Seats: 1

Electorate: 6583

Ballot Papers Issued: 2522

Turnout: 38.31%

And I do hereby declare that, Simon James Piggott is duly elected.

Dated Wednesday 19 May 2021

Natalie Brahma-Pearl
Returning Officer

DECLARATION OF RESULT OF POLL

Crawley Borough Council

Election of a Borough Councillor for Three Bridges Ward on Thursday 6 May 2021

I, Natalie Brahma-Pearl, being the Returning Officer at the above election, do hereby give notice that the number of votes recorded for each Candidate at the said election is as follows:

Name of Candidate	Description (if any)	Number of Votes*
KAIL, Danielle	Green Party	205
NAWAZ, Atif	The Labour Party Candidate	1099 Elected
PURDY, Jonathan Robson	The Conservative Party Candidate	1071
TAYLOR-BURR, Paul James	Liberal Democrat	109

* If elected the word 'Elected' appears against the number of votes.

The number of ballot papers rejected was as follows:	Number of ballot papers
A want of an official mark	0
B voting for more Candidates than voter was entitled to	4
C writing or mark by which voter could be identified	0
D being unmarked or wholly void for uncertainty	16
E rejected in part	0
Total	

Vacant Seats: 1

Electorate: 6279

Ballot Papers Issued: 2504

Turnout: 39.88%

And I do hereby declare that, Atif Nawaz is duly elected.

Dated Wednesday 19 May 2021

Natalie Brahma-Pearl
Returning Officer

DECLARATION OF RESULT OF POLL

Crawley Borough Council

Election of a Borough Councillor for Tilgate on Thursday 6 May 2021

I, Natalie Brahma-Pearl, being the Returning Officer at the above election, do hereby give notice that the number of votes recorded for each Candidate at the said election is as follows:

Name of Candidate	Description (if any)	Number of Votes*
COOMBES, Thomas Lee	Green Party	132
FLYNN, Kerry-Anne	The Labour Party Candidate	490
MORRIS, Michelle	The Conservative Party Candidate	808 Elected
MWAGALE, Maureen	The Conservative Party Candidate	772 Elected
OLD, Angharad Dawn	Liberal Democrat	57
PORTAL CASTRO, Carlos	The Labour Party Candidate	569

* If elected the word 'Elected' appears against the number of votes.

The number of ballot papers rejected was as follows:	Number of ballot papers
A want of an official mark	0
B voting for more Candidates than voter was entitled to	1
C writing or mark by which voter could be identified	2
D being unmarked or wholly void for uncertainty	0
E rejected in part	1
Total	

Vacant Seats: 2

Electorate: 4465

Ballot Papers Issued: 1637

Turnout: 36.66%

And I do hereby declare that, Michelle Morris, Maureen Mwagale are duly elected.

Dated Wednesday 19 May 2021

Natalie Brahma-Pearl
Returning Officer

Agenda Item 9

Full Council

28 May 2021

NOTICE OF MOTION 1 – MOTION OF NO CONFIDENCE

Mover Councillor Crow and Seconder Councillor McCarthy

This Council notes:

At the May 6 2021 local elections to Crawley Borough Council where 14 seats were up for election, the Conservatives won eight seats to Labour's six, with a Conservative town-wide vote share of 49% to Labour's 39%. This resulted in the Conservative Group maintaining its position, held since July 2020, as the largest party on the Council, but now as a result of the people of Crawley having voted, with all vacancies being filled. The new Council composition is 18 Conservative, 17 Labour and 1 Independent, meaning that the Conservative Group are 50% of the Council.

This Council resolves:

Due to the Labour Administration being the smaller of the main two parties following the elections and at the time of tabling this motion, no cross-party agreements having been reached on the future running of the Council, this Council expresses no confidence in the current Council Leader and Labour Administration. Therefore, this motion seeks the removal from office of the Leader.

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Agenda Item 11

Crawley Borough Council

Report to Full Council

28 May 2021

Review of Political Proportionality, the allocation of sets to Committees the appointment of Councillors to Committees and to Outside Organisations for 2021 – 2022

Report of the Head of Legal, Governance and HR – LDS/167

1. Purpose

- 1.1 To review the representation of different Political Groups on the Council and to determine the size and membership of the Council's Committees for the municipal year 2021 – 2022 in accordance with the requirements of the Local Government and Housing Act 1989 and associated Regulations.
- 1.2 To appoint named Councillors to the Council's Committees to reflect the wishes of each of the Political Groups and to appoint Chairs to each of these Committees.
- 1.3 To consider the appointment of persons on outside organisations to which the Council is invited to make nominations.
- 1.4 To consider the appointment of persons onto the Cabinet's Advisory, Working Groups and Member Development Executive Support Group to which the Council is invited to make nominations. Subject to their reestablishment and confirmed Terms of Reference by the Leader as part of their executive functions.
- 1.5 To consider the latest version of the Council's Constitution.

2. Background

- 2.1 The Membership Committee was previously established to make such recommendations to Annual Council but Full Council, at its meeting on 1 April 2015, agreed to disband that Committee and requested that a report be submitted directly to Annual Council for approval.
- 2.2 The Council's Constitution deals the Terms of Reference of the Council's Committees are set out in Part 1 of the Constitution.
- 2.3 In preparing this report, full consultation has been undertaken with the respective Group Leaders.

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3. Review of Political Proportionality and Appointments to Committees

- 3.1 The Housing and Local Government Act 1989 (and The Local Government (Committees and Political Groups) Regulations 1990 (No. 1553)) contain provisions concerning the political balance on Committees, the duty to allocate seats to Political Groups and the duty to give effect to allocations.
- 3.2 The Council has a statutory duty to review the representation of different Political Groups on the Council at its annual meeting and following any change in membership. The purpose of the legislation is to ensure that a 'political balance' is secured on Council Committees, Sub-Committees etc. so as to reflect the overall political composition of the Council.
- 3.3 The requirement to allocate seats must be made in accordance with the following statutory principles:
 - a) No Political Group can have all the seats on a Committee (the exception is the Cabinet);
 - b) A Group having an overall majority on the Borough Council is entitled to a majority of seats on each Committee;
 - c) Subject to the above two principles, the number of seats on the total of all the ordinary Committees of the Council allocated to each Political Group must bear the same proportion to the proportion on the Full Council (i.e. the gross number of seats is allocated in accordance with each Group's entitlement.);
 - d) Subject to the above three principles, the number of seats on each ordinary Committee of the Council allocated to each Political Group must bear the same proportion on the Full Council (i.e. the number of seats on each committee is allocated in accordance with each Group's entitlement.).
- 3.4 The application of these rules produce different figures, so the figures have to be reconciled by applying the rules in descending order of importance. The critical rule is rule (b) if, as in the case of the Full Council, there is an overall majority, and numbers of seats are then reconciled with rules (c) and (d).
- 3.5 Although the legal requirement for political proportionality only applies to the Overview and Scrutiny Commission, Planning Committee, Audit Committee and Governance Committee, for consistency, the Council has adopted the same approach for all of the Committees, Sub-Committees, Working Groups.
- 3.6 Following the Election held on 6 May 2021, the Council make up is as follows: the Conservative Group is 18, the Labour Group is 17, and there is 1 Individual Independent Member.
- 3.7 This change has also meant a recalculation of the committee proportionality to the following: Based on 36 Seats, 17 Labour = 47.2% of the seats, 18 Conservative = 50%. The remaining 2.8% relates to the Independent Member, however to be entitled to be allocated a seat on a committee you must be a member of a political group, therefore they are not entitled to any allocation of seats, but the 2.8% has been included within the proportionality calculation.
- 3.8 The Full Council needs to approve the proposed allocation of seats based on the above proportionalities (or as close as possible) as shown in **Appendix A**. The same proportional criteria has been used for the seat on the Cabinet's Advisory, Working Groups and Member Development Executive Support Group 2021/2022 as shown in **Appendix B**. (Subject to their establishment by the Leader of the Council/ Cabinet).

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- 3.9 Nominations have been sought from each of the Group Leaders for the proposed Committee, outside bodies and Cabinet's Advisory, Working Groups and Member Development Executive Support Group. These nominations will be tabled at the meeting itself.
- 3.10 The Council is also required to appoint the Chairs and Vice Chairs of the Committees. At the Full Council in 24 February 2021 the Council approved a proportionate approach to the Allocation of Committee Chairs and Vice-Chairs, as detailed in the table below. These nominations for these positions will also be presented at the meeting itself.

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

RECOMMENDATION 1

- 1) That the number of Councillors to serve on the Council's Committees (taking into account political proportionality) for the municipal year 2021/2022 as set out in **Appendix A** to this report be approved
- 2) That the Full Council be recommended to appoint:
 - a) Councillors to the Committees of the Council for the municipal year 2021/2022 as presented at the Annual Meeting.
 - b) the Chairs and Vice-Chairs, as presented at the Annual Meeting in line with the approved allocation protocol.

4. Appointments to Outside Organisations

- 4.1 The Full Council is requested to consider the appointment of persons on bodies and outside organisations to which the Council is invited to make nominations.

RECOMMENDATION 2

That the Full Council be recommended to appoint the Councillors to the Bodies and Organisations as indicated in **Appendix C** to this report. Where there are more nominations than places available, the Full Council is asked to determine who should be appointed.

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5. Council's Constitution

- 5.1 The Full Council has responsibility for the adopting the Council's Constitution. The latest draft version of the Constitution can be found [here](#) for Members approval. This version contains all changes previously agreed by the Council and any minor amendments made in consultation and approved in line with delegation scheme by the Head of Legal, Governance and HR.
- 5.2 Executive elements of the Constitution are the responsibilities of the Leader and as such changes to those sections are subject to their approval.

RECOMMENDATION 3

To approve for publication the latest draft version of the Council's Constitution, subject to any changes arising from this Full Council meeting being included prior to publication.

6. Background Papers

None

Contact Officer: Chris Pedlow (Democratic Services Manager)
E-mail: chris.pedlow@crawley.gov.uk
Telephone: 01293 438549

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APPENDIX A

Proposed Committees and Proportionalities 2021-2022

Audit Committee (6 Councillors 3:3)	
<i>Not more than 1 member shall be a Cabinet member and that Councillors shall not Chair the Committee. Substitutes retained because small size & concerns about quorum</i>	
3 Labour	3 Conservative

Governance Committee (10 Councillors 5:5)	
5 Labour	5 Conservative

Planning Committee (10 Councillors 5:5)	
5 Labour	5 Conservative

Licensing Committee (13 Councillors = 6:7)	
<ol style="list-style-type: none">1) <i>Between 10 and 15 s with a quorum of 10 when dealing with matters under the Licensing Act 2003.</i>2) <i>Councillors are reminded that the Committee includes Sub Committee daytime meetings responsibilities.</i>	
6 Labour	7 Conservative

Licensing Sub-Committee (From a pool of Councillors)	
<ol style="list-style-type: none">1) <i>A minimum of three Councillors will be called upon to determine any given application and a Chair will be appointed at each meeting.</i>2) <i>Membership should be the same as that of the Licensing Committee.</i>3) <i>Please note that a significant number of these meetings are scheduled for the daytime.</i>	

Overview and Scrutiny Commission (10 Councillors)	
5 Labour	5 Conservative

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Council-owned Neighbourhood Parades Scrutiny (6 Councillors 2:3:(1))	
<i>Subject to confirmation at the next meeting of the Overview and Scrutiny Commission</i>	
<i>NB On-going Scrutiny Panel: Names listed is the current Membership</i>	
M Ayling T Lunnon	R A Lanzer (Chair) M Mwagale D Peck

Employment Panel (From a pool of Councillors)
<ol style="list-style-type: none">1) As far as possible, a politically balanced committee of between 3 and 7 Councillors will be drawn from the following membership.2) Political groups may add further names to the pool if they so wish.3) At least one Opposition Councillor is required on an Employment Panel when it meets.4) The quorum and the size of the employment Panel varies depending on the cases it is dealing with. See Constitution Part 1 Section 5 Employment Panel for exact details.

Grants Appeals Panel (From a pool of Councillors)
<ol style="list-style-type: none">1) <i>As far as possible, a politically balanced panel of 5. Councillors will be drawn from the following membership.</i>2) <i>Not to include any Cabinet members involved in the decision on the grant application(s).</i>3) <i>Political groups may add further names to the pool if they so wish.</i>

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APPENDIX B

Terms of Reference and Appointments for Advisory and Working Groups, Member Development Executive Support Group

Notes

- 1) Lead Officers to be appointed to each Working Group
- 2) Administration to be undertaken by each individual service department.

Working Groups & Terms of Reference* <i>*Subject to their reestablishment and confirmed Terms of Reference by the Leader as part of their executive functions.</i>	Proposed 2021/22
<p>Economic Regeneration Working Group (ERWG)</p> <ol style="list-style-type: none"> 1. To receive and consider updates on economic regeneration initiatives and actions across the Borough, including delivery of the Crawley Growth Programme, Town Centre Regeneration programme, Employment & Skills Programme, the delivery of individual economic regeneration schemes and partnership activities within the Manor Royal Business District. 2. To receive and consider reports on economic regeneration activities in Crawley and to make recommendations, as necessary, to the Cabinet on the:- <ul style="list-style-type: none"> • Proposals to regenerate sites identified in the Local Plan, the Town Centre Supplementary Planning Document and the Manor Royal Supplementary Planning Document & Design Guide. • identification and promotion of other economic regeneration opportunities to enhance the physical appearance and social, economic and educational attributes • communications with all interested parties to maintain confidence in the wider economic regeneration of Crawley. <p><i>Lead Officer:- Head of Economy & Planning</i></p>	<p>12 Members</p> <p>5 Labour 6 Conservative (1)</p> <p>To be Chaired by the Cabinet Member who holds the area of responsibility</p>
<p>Local Plan Working Group (LPWG)</p> <p>To consider and provide guidance on the process for reviewing the Local Plan and support the Local Plan Review to examination, if/when this is progressed.</p> <p><i>Lead Officer:- Head of Economy & Planning</i></p>	<p>10 Members</p> <p>5 Labour 5 Conservative</p> <p>To be Chaired by the Cabinet Member who holds the area of responsibility</p>
<p>Member Development Executive Support Group (MDESG)</p>	<p>4 Members</p> <p>2 Labour</p>

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<ol style="list-style-type: none"> 1. To provide all party support for a coordinated approach to Member development and training across the Council. 2. To identify individual and Group training needs and to prioritise them accordingly. 3. To develop, monitor and evaluate all member development activities. 4. To promote learning and development opportunities amongst all members of the Council encouraging the highest level of participation by members to organised training and development events. 5. To ensure that a comprehensive induction programme is made available to all newly elected Councillors. <p><i>Lead Officer:- Head of Legal, Governance & HR</i></p>	<p>2 Conservative</p> <p>To be Chaired by the Cabinet Member who holds the area of responsibility</p>
<p>Town Hall Project Members Working Group (THPMWG)</p> <p>Focus on the Town Hall element of the proposed development and within this primarily, although not exclusively, the requirements for members' facilities and the civic areas of the new building.</p> <p><i>Co-Lead Officers:- Deputy Chief Executive and Head of Major Projects & Commercial Services</i></p>	<p>6 Members</p> <p>3 Labour 3 Conservative</p> <p>To be Chaired by the Cabinet Member who holds the area of responsibility</p>
<p>Unsupervised Play Investment Programme Members Working Group (UPIPWG)</p> <ol style="list-style-type: none"> 1. To provide all party support for a coordinated approach to investment in unsupervised play areas. 2. To consider the short term reprioritisation of the remaining twelve play areas in the current programme, with the view to postponing and / or bringing other key sites forward 3. To agree prioritisation criteria and; apply the criteria to the current stock and; agree a new unsupervised play area investment programme. 4. To consider variations to the agreed programme in future years should circumstances require. 	<p>6 Members</p> <p>3 Labour 3 Conservative</p> <p>To be Chaired by the Cabinet Member who holds the area of responsibility</p>

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APPENDIX C

Full Council Outside Organisations 2021/ 2022

Name of Organisation	Appointments 2021/22
<p>Age UK – West Sussex Trustee Board <i>(Link Officer = Craig Downs)</i></p>	<p><i>Cabinet Member for Wellbeing &</i> <u>One vacancy</u></p>
<p>Community Needs Partnership <i>(Link Officer = Matt Lethbridge)</i></p>	<p>Five Representatives.</p> <p><i>The Cabinet Member for Public Protection and Community Engagement has a standing invitation to attend and take part in discussions of the "Community Needs Partnership" with arrangements to invite other relevant Cabinet Members to participate as and when the agenda item may be appropriate to their portfolios.</i></p>
<p>Courage Dyer Recreational Trust <i>(Link Officer = Hayley Thorne)</i></p>	<p>Appointed automatically ex-officio as Mayor.</p> <p><u>Two vacancies</u> on a 4 year appointments only</p> <p>- <i>Once appointed, not required to remain a Councillor</i></p> <p>- <i>Only 4 nominations acceptable in total</i></p> <ul style="list-style-type: none"> • B A Smith (May 2019 to May 2023)
<p>Crawley Arts Council (CAC) <i>(Link Officer = Matt Lethbridge)</i></p>	<p><u>Two vacancies</u></p>
<p>Crawley Ethnic Minority Partnership (CEMP) Partnership Board <i>(Link Officer = Craig Downs)</i></p>	<p><u>One vacancies.</u></p>
<p>Crawley Community and Voluntary Service <i>(Link Officer = Craig Downs)</i></p>	<p><u>Two vacancies</u> <i>(One seat per Group)</i></p>
<p>Crawley Museum Society <i>(Link Officer = Matt Lethbridge)</i></p>	<p><u>Three vacancies</u></p>

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<p>Crawley Open House Management Committee</p> <p>(Link Officer = Nikki Hargrave)</p>	<p><u>Two vacancies</u> (One seat per Group)</p> <p>(plus officer from Housing and Planning Strategic Services)</p> <p><i>N.B. Councillor Burrett is on Board of Trustees and on the Management Committee (all Trustees sit on the Mgt Ctte but not vice-versa). However, it is understood that he was appointed A Trustees in a personal capacity and not directly through the Council. Councillor Burrett is not included as part of the two Council representatives.</i></p>
<p>Crawley Town Twinning Association (CTTA)</p> <p>(Link Officer = Hayley Thorne)</p>	<p><u>Up to Three Representatives</u> (At least one per group)</p>
<p>Gatwick Airport Community Trust (GACT)</p> <p>(Link Officer = Craig Downs)</p>	<p><u>One vacancy</u> – 4 year appointment.</p>
<p>Relate - North & South West Sussex Trustee Board</p> <p>(Link Officer = Craig Downs)</p>	<p><u>One vacancy</u></p>
<p>Court of the University of Sussex</p> <p>(Link Officer = Clem Smith)</p>	<p><u>One vacancy.</u></p>
<p>West Sussex Joint Scrutiny Steering Group*</p> <p>(Link Officer = Heather Girling)</p> <p><i>Subject to confirmation at the next meeting of the Overview and Scrutiny Commission</i></p>	<p><i>Chair of the Commission</i></p>
<p>West Sussex Health and Adult Social Care Select Committee *</p> <p>(Link Officer = Heather Girling)</p> <p><i>Subject to confirmation at the next meeting of the Overview and Scrutiny Commission</i></p>	<p><i>Must be a Member of the OSC</i></p>
<p>West Sussex Mediation Service Management Committee</p> <p>(Link Officer = Craig Downs)</p>	<p>Two Representatives.</p> <p><i>The Mediation Service is willing to make 2 main and 2 deputy places available</i></p>