



Crawley Borough Council

Notification of Decisions

To: All Councillors

The decisions of the **Cabinet** held on **6 September 2023** are attached.

The Call-In period ends at noon on the 5th day following publication, namely noon on the **XXXX**

The Call-In form is attached for your use if required. For further information please refer to the relevant sections of the [Constitution](#).

Yours faithfully

A handwritten signature in black ink, appearing to be "G. Paul", written over a horizontal line.

Head of Legal, Governance & HR

Published on **XXXX**

Item No.	Title	Decision
7.	Review of the Community Warden Service and Creation of Community Protection Team	<p>Exempt Paragraphs 1 & 4 – <i>Information Relating to an Individual; and Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under the authority.</i></p> <p>RESOLVED</p> <p>That the Cabinet:</p> <ul style="list-style-type: none"> a) approves Option 2 for the Community Warden Service, as set out in Section 6 of the report and to note the Community Protection Team – Proposed Service Model and Structure (Appendix A of report HCS/064) b) delegates authority to the Head of Community Services to conduct the necessary consultation arrangements, fulfil the changes and decisions on all human resources matters, subject to the appropriate guidelines and procedures, as set out in the Constitution. <i>(Generic Delegation 11 will be used to enact this recommendation)</i> c) delegates authority to the Head of Community Services to conduct a tender process and procurement exercise in accordance with the Council’s Procurement Code, for the straying dogs service to be delivered by a specialist provider. <i>(Generic Delegation 3 will be used to enact this recommendation)</i> d) delegates authority to the Head of Community Services, in consultation with the relevant Cabinet Member and Head of Governance, People and Performance to approve the contract award of the straying dogs service following an appropriate procurement process. <i>(Generic Delegation 3 will be used to enact this recommendation)</i> e) delegates the negotiation, approval, and completion of all relevant legal documentation, following the awarding of the contract, to the relevant head of service, Head of Governance, People and Performance, and Head of Corporate Finance, in consultation with the appropriate Cabinet Member. <i>(Generic Delegations 2 & 3 will be used to enact this recommendation)</i>

		<p>Reasons for the Recommendations</p> <p>The conclusion of the review is that the current service model is, in parts, no longer fit for purpose and is not designed to meet the increased level of demand for more complex enforcement activity.</p> <p>Revising the role profiles and salary scale as recommended is critical to ensuring the Council can attract and retain staff with the required specialist skills, qualifications and experience to deliver a high performing and quality service.</p> <p>The proposed revised Community Protection model (attached as Appendix A) will modernise the service in order to meet the identified demands namely, providing local residents with an enhanced enforcement response to anti-social behaviour, low level public-space crime and environmental crime.</p> <p>The straying dogs service continues to face challenges related to the size, breeds and behaviour of dogs, and Crawley is facing a similar national trend of an increase in abandoned dogs, rather than lost pets. To successfully address this service requirement, the recommendation is to procure and enter into a contract with a specialist provider for the straying dog service to fulfil this function.</p> <p>The recommendation is to refresh the Community Wardens Service including all associated functions, processes and procedures and relaunch it as the Community Protection Team which will deliver enhanced enviro-crime and ASB investigation and enforcement activity.</p>
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Item No.	Title	Decision

FORM OF NOTIFICATION OF SUPPORT FOR CALL-IN

Any councillor of the Council calling in a decision must then obtain, within the five working days following the Call-In, the support of three other councillors.

In order to ensure that Call-In is not abused, nor causes unreasonable delay, the following requirements must be fully satisfied before a matter will be considered for Call-In:

- a) At least four councillors (one of which will be the named signatory) must request Call-In of the decision. Failure to obtain the support of three other councillors within this period will mean that the original decision will stand, on the sixth day, the decision will be implemented.
- b) The request for Call-In must specify the reason for the Call-In and provide evidence which demonstrates the alleged breach of at least one principle of decision making.
- c) The request for Call-In must be received by the Monitoring Officer by 12 noon on the fifth day following publication of the decision. The request for Call-In should either be submitted:
 - In hard copy: including the signatures of the councillor requesting the Call-In and those councillors supporting the Call-In.
 - Electronically: to democratic.services@ Crawley.gov.uk. The councillor requesting the Call-In must submit the form and each councillor supporting the Call-In must send an email in support. All emails must be sent from the councillors' individual Crawley Borough Council email addresses.
- d) The decision for which Call-In is requested must not have been subject to a prior Call-In request.
- e) Should the proposed Call-In decision have been considered by the Commission, the justification must also explain why the councillor requesting the Call-In is of the view that, either:
 - The Commission did **not fully** scrutinise the decision in advance of it being taken; or
 - The views of the Commission were **not fully** considered or addressed by the Cabinet in their decision making.

Decision being called in (including item no.)	Which provisions have been breached and how?

Signatories

1. Signature of councillor calling in the decision

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Name in capitals

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2. Signature of councillor supporting the Call-In

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Name in capitals

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3. Signature of councillor supporting the Call-In

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Name in capitals

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4. Signature of councillor supporting the Call-In

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Name in capitals

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