

COUNCILLORS' INFORMATION BULLETIN

Tuesday, 17 January 2023

Bulletin No: IB/1165

| INFORMATION ITEM | Pages |
|--|--------|
| <p>1 Delegated Planning Decisions</p> <p>Delegated planning decisions for the week beginning 9 January 2023 are attached. Contact for enquiries: Jean McPherson, Group Manager (Development Management) on jean.mcperson@crawley.gov.uk.</p> | 5 - 8 |
| <p>2 Temporary Traffic Regulation Orders and Road Closures</p> <p>The following documents are attached in relation to Temporary Traffic Regulation Orders and Road Closures:</p> <ul style="list-style-type: none"> • List of Temporary Traffic Regulation Orders and Road Closures. • Rowan Close, Three Bridges (Appendix A). • Winfield Way, Broadfield (Appendix B). • College Road, Three Bridges / Northgate (Appendix C). • Coachmans Drive, Broadfield (Appendix D). | 9 - 18 |
| <p>3 Action Taken Under Delegated Authority (Significant Operational Decision): Agreement for Lease in Respect of pt6th Flr Create Building</p> <p>On 11 January 2023 the Deputy Chief Executive took the decision to complete an agreement for a lease in respect of a tenant's forthcoming occupation of the part 6th floor north of the Create Building. The tenant is considered a very good covenant and are also a local business who are relocating. This represents the first letting in the new Create Building at a very acceptable level of rent. The letting was agreed by the Town Hall Board.</p> | |



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Action Taken Under Delegated Authority (Significant Operational Decision): Continuation of District Heat Network (DHN) Phase 2 Study to Develop Full Business Case

On 24 November 2021 (Report [HPS/029](#)), Cabinet approved the funding for a study to examine the technical feasibility and economic business case for the Phase 2 expansion of the Town Centre District Heat Network (DHN) to incorporate properties and developments adjacent to the existing DHN. The study would also examine the potential to amend the fuel source from gas to a more sustainable heat source in line with the Council's carbon reductions commitments.

The study was to be carried out in two phases, phase 1 feasibility and phase two full business case. Consultants to conduct the studies were subsequently procured and the first phase of the study (feasibility) has now been completed.

Cabinet delegated 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 once and decide whether to proceed with the second phase.

The feasibility study outlined an economically viable option for the expansion of the DHN, so it is recommended to proceed to the second phase of the study - the full DPD (detailed project development) and business case assessment for the expansion and decarbonisation of the Town Centre DHN.

HNDU funding of £129,950 has now been secured for this work, which the council will match fund with £55,000 from the Town Centre Capital budget (already allocated).

The DPD study could commence as early as January 2023 and will take around 9 months.

Therefore, on 11 January 2023 the Head of Major Projects and Commercial Services approved proceeding with the second phase of the DHN Phase 2 expansion and decarbonisation study to produce a full business case for the project and earmark a further £55,000 match funding from the Town Centre capital budget for this purpose.

The decision has been taken following review of the outcomes of the first phase feasibility study in full consultation with the Cabinet Member for Environment and Sustainability who gave his approval at his Portfolio Briefing on 5 January 2023.

5 **Change in Membership: Planning Committee**

In accordance with Paragraph 2.1(o) of the Full Council's Procedure Rules contained within the Constitution, and in concurrence with the wishes of the political group, the Head of Governance, People & Performance) has made the following change to the membership of the Planning Committee:

- Councillor Pritchard to be replaced with Councillor Kiran Khan.

This change takes immediate effect.

6 **Change in Membership: Governance Committee**

In accordance with Paragraph 2.1(o) of the Full Council's Procedure Rules contained within the Constitution, and in concurrence with the wishes of the political group, the Head of Governance, People & Performance) has made the following change to the membership of the Governance Committee:

- Councillor Crow to be replaced with Councillor Jaggard.
- Councillor Lanzer to be replaced with Councillor Millar-Smith.

This change takes immediate effect.

7 **Change in Membership: Economic Regeneration Working Group**

In accordance with Paragraph 2.1(o) of the Full Council's Procedure Rules contained within the Constitution, and in concurrence with the wishes of the political group, the Head of Governance, People & Performance) has made the following change to the membership of the Economic Regeneration Working Group:

- Councillor Noyce to be replaced with Councillor Irvine.

This change takes immediate effect.

8 **Presentation Slides: Go Electric**

19 - 54

Presentation slides from an all-Councillor session about Go Electric, held at Horsham District Council, is attached for Councillors only.

9 **Presentation Slides: Risk Management**

55 - 92

Presentation slides from the all-Councillor training on Risk Management, held on 16 January 2023, are attached for Councillors only.

10 **Actions from Risk Management Training: Cyber Security and Managing Workload**

93 - 94

Important information regarding cyber security and managing workload is attached for Councillors only. This information is being provided following the Risk Management training which took place on 16 January 2023.

| | | |
|----|---|-----------------|
| 11 | Councillors' Access to the CBC Network | 95 - 98 |
| | Important information is attached for Councillors only. | |
| 12 | Reminder: All-Councillor Local Plan Working Group | 99 - 100 |
| | Councillors are invited to the Local Plan Working Group being held virtually (via Teams) on 26 January 2023. Further information is attached for Councilors only. | |
| 13 | Press Releases | |
| | Press releases are available at www.crawley.gov.uk/news | |

CRAWLEY BOROUGH COUNCIL

DELEGATED PLANNING DECISIONS

The following decisions were issued, subject to conditions, under delegated powers for the period 09/01/2023 and 13/01/2023

| Application Number | Location | Proposal | Date of Decision | Decision |
|--------------------|--|--|------------------|----------|
| CR/2017/0997/CC8 | TOWN HALL, THE BOULEVARD, NORTHGATE, CRAWLEY | <p>Discharge of conditions 11 (piling), 12 (highway works), 21 (civic identity) and 30 (wind screening) pursuant to CR/2017/0997/OUT for a hybrid application comprising:</p> <p>A) detailed application for the demolition of the existing council offices and civic hall, and erection of a replacement town hall, offices and a public square, and associated access, car parking, landscaping and ancillary works.</p> <p>B) outline application for residential development comprising up to 182 units including commercial space with details of access, all other reserved (layout, scale, landscaping and appearance).</p> | 10 January 2023 | APPROVE |
| CR/2022/0169/FUL | 4 COWDRAY CLOSE, POUND HILL, CRAWLEY | Erection of a porch extension, garage conversion, first floor front extension, part single, part two storey side and rear extension to include patio and external change to the appearance of the dwellinghouse with new fenestrations (amended plans received) | 11 January 2023 | REFUSE |
| CR/2022/0551/192 | 17 CRAWLEY LANE, POUND HILL, CRAWLEY | Certificate of lawfulness for proposed two storey rear extension and single storey side extension | 13 January 2023 | PERMIT |

| Application Number | Location | Proposal | Date of Decision | Decision |
|--------------------|---|---|------------------|----------|
| CR/2022/0578/TPO | FOCAL POINT, FLEMING WAY, NORTHGATE, CRAWLEY | G2 - mixed species - remove dead wood and prune back to edge of parking spaces up to a height of 5 metres (amended description) | 10 January 2023 | CONSENT |
| CR/2022/0579/TPO | REAR OF BLOCKS 1-6 MAUNSELL PARK, POUND HILL, CRAWLEY | T1 Chestnut x 6 and Lime x 2 at rear - re-pollard back to previous pollard points at approximately 6 metres including removal of basal growth and sever ivy at the base of each tree. T2 Oak leaning into neighbouring property - reduce regrowth in crown by up to 3 metres (amended description). T3 Goat Willow leaning towards buildings - fell to as close to ground level as possible and treat stump to inhibit regrowth. | 9 January 2023 | CONSENT |
| CR/2022/0590/TPO | ASHMORE HOUSE, DOBSON ROAD, LANGLEY GREEN, CRAWLEY | T3 - prune branches extending towards building to give a 2 metre clearance, reduce height and remaining crown by a maximum of 1.5 metres to nearest suitable growth points (amended description). T4 – reduce over-extending limb at top of crown overhanging the building to the point shown by the red line on associated photo (amended description). T5 – prune branches extending towards building to give 2 metre clearance, reduce height and remaining crown by a maximum of 2 metres to nearest suitable growth points, lift crown over carriageway to give 5 metre clearance (amended description). | 13 January 2023 | CONSENT |

| Application Number | Location | Proposal | Date of Decision | Decision |
|--------------------|---|---|------------------|----------|
| | | T8 – reduce height and crown radius by a maximum of 2m to nearest suitable growth points (amended description) | | |
| CR/2022/0610/FUL | 50 DARLEYDALE, SOUTHGATE, CRAWLEY | Erection of single storey rear extension | 13 January 2023 | PERMIT |
| CR/2022/0626/TPO | 53 KELSO CLOSE, POUND HILL, CRAWLEY | T1 Oak - reduce height and crown radius by a maximum of 1.5 metres to nearest suitable growth points and remove all major deadwood from the crown (amended description) | 9 January 2023 | CONSENT |
| CR/2022/0657/TPO | LAND TO THE REAR OF EXETER CLOSE, TILGATE, CRAWLEY | T1 Oak - to the rear of number 6 Exeter Close - reduce boundary overhang by a maximum of 2.5 metres to nearest suitable growth points (amended description). T2 Alder - to the rear of number 10 Exeter Close - reduce boundary overhang by a maximum of 4 metres to nearest suitable growth points (amended description). T3 Birch - to the side of number 111 Winchester Road - dead tree, fell to 1 metre stump. T4 Willow - northern boundary (outside hoarding) - crown lift to give 4 metre clearance over ground. | 13 January 2023 | CONSENT |
| CR/2022/0670/FUL | 6 WILLOW CLOSE, NORTHGATE, CRAWLEY | Erection of front porch to replace existing porch | 11 January 2023 | REFUSE |
| CR/2022/0671/FUL | 24 BURNS ROAD, POUND HILL, CRAWLEY | Conversion of garage into study / WC and garden storage | 13 January 2023 | PERMIT |
| CR/2022/0749/TPO | LAND ADJACENT TO 41 SAXON ROAD, POUND HILL, CRAWLEY | Oak - reduce height and crown radius by a maximum of 1.5 metres to nearest suitable growth points. Thin crown by | 10 January 2023 | CONSENT |

| Application Number | Location | Proposal | Date of Decision | Decision |
|--------------------|---|---|------------------|-----------------------------|
| | | 15% and remove deadwood (amended description) | | |
| CR/2022/0753/192 | 24 THORNDYKE CLOSE, MAIDENBOWER, CRAWLEY | Certificate of lawfulness for proposed loft conversion with rear dormer and front facing roof lights | 10 January 2023 | PERMIT |
| CR/2022/0767/HPA | 12 ARDINGLY CLOSE, IFIELD, CRAWLEY | Prior notification for the erection of a single storey rear extension, which would extend beyond the rear wall of the original house by 5m, and have a maximum height of 3m and an eaves height of 3m | 10 January 2023 | PRIOR APPROVAL NOT REQUIRED |

Agenda Item 2

List of Temporary Traffic Regulation Orders and Road Closures

The following documents are attached in relation to Temporary Traffic Regulation Orders and Road Closures:

- Rowan Close, Three Bridges (Appendix A).
- Winfield Way, Broadfield (Appendix B).
- College Road, Three Bridges / Northgate (Appendix C).
- Coachmans Drive, Broadfield (Appendix D).

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Please be advised that West Sussex County Council has received a request for Temporary Traffic Regulation as follows:

| | |
|-----------------------------------|--|
| Road Name | Rowan Close. |
| Village/Town/Parish | Crawley. |
| Specific Location | Rowan Close, Crawley. |
| Reason for TTRO | Road Closure from junction of Three Bridges Road to allow UK Power Networks to install a new customer electricity supply. |
| Proposed Start Date / Time | Date: 2nd March 2023 |
| Proposed End Date / Time | Date: 21st March 2023 |
| The restriction will be effective | 24 hours |
| Access arrangements | Access maintained for emergency services, residents and pedestrians. |
| Applicant name | UK Power Networks. |
| Applicant contact tel number | 01843 850746 |
| Any other details | For more information about this proposed TTRO please visit: https://one.network/?tm=132347329 |

The application is currently being processed and you will be advised further when details are confirmed.

Yours faithfully,

West Sussex County Council

Streetworks Team

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Email: ttro@westsussex.gov.uk

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Please be advised that West Sussex County Council has received a request for Temporary Traffic Regulation as follows:

| | | |
|-----------------------------------|--|-------------|
| Road Name | Winfield Way. | |
| Village/Town/Parish | Crawley. | |
| Specific Location | Winfield Way, Crawley. | |
| Reason for TTRO | Road closure of the bus only section of Winfield Way to enable Telent on behalf of WSCC to install a new bus bollard. | |
| Proposed Start Date / Time | Date: 20th March 2023 | Time: 09:30 |
| | | |
| Proposed End Date / Time | Date: 20th March 2023 | Time: 15:30 |
| | | |
| The restriction will be effective | Off-peak only from 09:30 to 15:30. | |
| Access arrangements | Access maintained for residents and pedestrians but emergency services will have to follow the diversion route. | |
| Applicant name | Telent on behalf of West Sussex County Council. | |
| Applicant contact tel number | 07855 145922 | |
| Any other details | For more information about this proposed TTRO please visit: https://one.network/?tm=132375623 | |

The application is currently being processed and you will be advised further when details are confirmed.

Yours faithfully,

West Sussex County Council

Streetworks Team

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PUBLIC NOTICE

Temporary Ban of a Right Turn from College Road onto Haslett Avenue East, 29th March 2023.

NOTICE IS HEREBY GIVEN that from the date specified below, West Sussex County Council has temporarily closed to all traffic, College Road, in the Crawley District (B) under Section 14(2) of the Road Traffic Regulation Act 1984, as amended, on College Road for a distance approx 6 metres.

The temporary closure is scheduled to commence on 29th March 2023 for up to 5 days (it is estimated to be completed on 29th March 2023) and is required for the safety of the public and workforce while Thames Water undertakes a Ban of a Right Turn From College Road Northbound onto Haslett Avenue East to replace a sewer cover and frame.

The restriction will be in place **overnight** from 19:00 until 23:00.

An alternative route will be signed on site but please visit <https://one.network/?tm=132321732> for more details.

Access maintained for emergency services, residents and pedestrians.

For information regarding this closure please contact Thames Water on 02089474000 who will be able to assist with scope of these works.

Dated: 30th December 2022

Matt Davey

Director of Highways, Transport and Planning

West Sussex County Council

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PUBLIC NOTICE

WEST SUSSEX COUNTY COUNCIL TEMPORARY ROAD CLOSURE

COACHMANS DRIVE, BROADFIELD

NOTICE IS hereby given that in pursuance of the provisions of Section 14(2) of the Road Traffic Regulation Act, 1984, as amended, the use of **Coachmans Drive, Broadfield** from junction with **Kensington Road and Broadfield Place** is temporarily prohibited from **17th January 2023**

The restriction will be in place 24hrs

This emergency closure is necessary to allow **UKPN to repair essential and immediate low voltage service cable affecting customers supply.**

It is anticipated the works will be completed by **23rd January 2023**

Emergency vehicle, Residential and Pedestrian access will be maintained at all times

The alternative route for traffic will be signed on site

This notice will be effective for a maximum of 21 days from the date given above

Any queries about the effect of the closure on traffic using the highway please contact the West Sussex Contact Centre on 01243 642105

Any queries about the nature of works please contact **UK Power Network on 08000280709**

Dated **17 January 2023**

Matt Davey
Assistant Director of Highways, Transport and Planning

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Agenda Item 8

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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Agenda Item 9

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of the Local Government Act 1972.

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Agenda Item 10

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Agenda Item 11

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of the Local Government Act 1972.

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By virtue of paragraph(s) 3 of Part 1 of Schedule 12A of the Local Government Act 1972.

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Agenda Item 12

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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