

COUNCILLORS' INFORMATION BULLETIN

Tuesday, 7 March 2023

Bulletin No: IB/1172

INFORMATION ITEM	Pages
<p>1 Delegated Planning Decisions</p> <p>Delegated planning decisions for the week beginning 27 February 2023 are attached. Contact for enquiries: Jean McPherson, Group Manager (Development Management) on jean.mcpherson@crawley.gov.uk.</p>	5 - 6
<p>2 Temporary Traffic Regulation Orders</p> <p>The following documents are attached in relation to Temporary Traffic Regulation Orders:</p> <ul style="list-style-type: none"> • List of Temporary Traffic Regulation Orders. • College Road, Three Bridges (Appendix A). • Monksfield, Three Bridges (Appendix B). • Martyrs Avenue, Langley Green (Appendix C). 	7 - 14
<p>3 Action Taken Under Delegated Authority: Grant Applications for 2023/24 and Grants Budget</p> <p>On 1 March 2023 Councillor S Mullins, as Cabinet Member for Public Protection and Community Engagement, exercised delegated authority to approve the determination of 'main grant' applications. The funding is part of the grants budget. Main grants (provisional awards) are subject to appeal and final decision by the Grants Appeals Panel. All grants have been assessed against the new outcomes framework document.</p> <p>Details of awards are attached.</p>	15 - 16



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4 **Action Taken Under Delegated Authority (Significant Operational Decision): Additional Contracted Grounds Maintenance Works for Manor Royal BID**

Manor Royal BID placed a request to contract the Council's Neighbourhood Services team, for a term of 5 years, to do additional grounds maintenance work in addition to existing 'Base Line' services e.g. Grass Cutting, Litter Picking, and general cleaning and upkeep of the public domain. Following that request, on 3 March 2023 the Deputy Chief Executive agreed to provide additional enhanced maintenance, entering into the contracted agreements as required.

For information, the Council already provides this service, and has done so for approaching 5 years now since the previous BID term. These additional services are fully funded by the Manor Royal BID and will continue to be so.

5 **Action Taken Under Delegated Authority (Significant Operational Decision): Approve the Grant Funding Agreement for the Towns Fund Manor Royal Business Environment Improvement Programme**

Crawley Borough Council signed a Heads of Terms on 24th March 2021 with the Ministry of Housing, Communities and Local Government (now the Department for Levelling Up, Housing and Communities, DLUHC) that the Government would provide Crawley with up to a total of £21.1 million from the Towns Fund, subject to submission of robust project business cases.

Following the Full Council approval of Crawley Towns Fund Project Business Cases on [30 March 2022](#), the Manor Royal Business Environment Improvement project was endorsed by the Department for Levelling Up, Housing and Communities.

The overall objective of this project is to deliver a programme of Business Environment upgrades and modernisation in Manor Royal Business District which include: a network of new and connected "Micro-Parks" to improve the public realm, visual amenity and outdoor facilities and open space accessible to all within a comfortable (5 minute) walk regardless of where they work in the Business District, and in the immediate vicinity of transformed bus waiting area "super hub" investments, in addition to upgrading visually weak points of entry to the Business District.

The amount of funding allocated to this project, as approved by Full Council is: £1.5 million.

A legal agreement with MRBD (Manor Royal Bid Company Ltd) sets out the delivery of this work, in accordance with the project business case and guidance from DLUHC.

On 6 March 2022, the Head of Economy and Planning under generic delegation 3, took the decision to approve the Council signing of the Grant Funding Agreement DLUHC Funded Project: Manor Royal Business Environment Improvement Programme (4B Micro Parks) between Crawley Borough Council and MRBD (Manor Royal Bid Company Ltd. This allows

the Manor Royal BID, now successfully returned for another 5 years by BID levy payers, to progress delivery of the project.

6 **Action Taken Under Delegated Authority (Significant Operational Decision): Appointment of AECOM Consultants to Undertake Environmental Impact Advice and Other Impact Advice / Assessments Regarding the Gatwick Airport Northern Runway Proposals and Gatwick Airport Ltd's Forthcoming Proposed Development Consent Order (DCO)**

In accordance with the Full Council resolution made in April 2019 and as contained in the Head of Economy and Planning's Sub-Delegation Scheme (specifically 7w: "that all other decisions and actions during the DCO application process, including the examination is delegated to the Head of Economy and Planning.") the Head of Economy and Planning holds authority to appoint specialist consultants above the normal contract delegations including AECOM to provide advice on the impacts, particularly Noise, Air Quality, Carbon and socio-economics of the proposed Gatwick Airport Northern Runway Development Consent Order.

Therefore, on 27 February 2023 the Head of Economy and Planning agreed to the appointment of AECOM consultants to undertake a range of impact assessments regarding Gatwick Airport Ltd's Northern Runway and DCO proposals - these assessments will focus on the topics listed above.

7 **Consideration Report: Review and Reprioritisation of the Unsupervised Play Investment Programme**

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Consideration report HCS/056 is attached.

8 **Staff Changes: February 2023**

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Staff changes for February 2023 are attached for Councillors only.

9 **Press Releases**

Press releases are available at www.crawley.gov.uk/news

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CRAWLEY BOROUGH COUNCIL

DELEGATED PLANNING DECISIONS

The following decisions were issued, subject to conditions, under delegated powers for the period 27/02/2023 and 03/03/2023

Application Number	Location	Proposal	Date of Decision	Decision
CR/2018/0196/CC1	UNITS 3B-3D AND 4B, COUNTY OAK RETAIL PARK, COUNTY OAK WAY, LANGLEY GREEN, CRAWLEY	Discharge of condition 3 (materials) pursuant to CR/2018/0196/FUL for internal and external reconfiguration of existing units including creation of a new class A1 unit, and rear extension to Unit 3D. The proposal includes new shopfront and associated works	3 March 2023	APPROVE
CR/2022/0112/191	UNITS 3B-3D AND 4B, COUNTY OAK RETAIL PARK, COUNTY OAK WAY, LANGLEY GREEN, CRAWLEY	Certificate of lawfulness to confirm that development permitted by CR/2018/0196/FUL commenced lawfully on site in accordance with the approved drawings on 10th January 2022	3 March 2023	PERMIT
CR/2022/0543/FUL	166 BUCKSWOOD DRIVE, GOSSOPS GREEN, CRAWLEY	Single storey rear extension	2 March 2023	PERMIT
CR/2022/0549/TPO	CRAWLEY HOSPITAL, WEST GREEN DRIVE, WEST GREEN, CRAWLEY	T657 Oak - reduce crown height and spread by 1-2 metres as needed. Remove dead branches	3 March 2023	CONSENT
CR/2022/0564/FUL	7 FALMER CLOSE, SOUTHGATE, CRAWLEY	Erection of single storey rear extension and two storey side/front extension with alterations to porch roof, conversion of garage to utility/store and provision of parking spaces to front of property	3 March 2023	PERMIT
CR/2022/0606/TPO	15 NURSERYLANDS, GOSSOPS GREEN, CRAWLEY	T2 Oak - remove (fell) to near ground level and treat stump to inhibit regrowth	3 March 2023	CONSENT
CR/2022/0645/FUL	80 LANGLEY WALK, LANGLEY GREEN, CRAWLEY	Erection of front porch following demolition of the existing porch	28 February 2023	PERMIT

Application Number	Location	Proposal	Date of Decision	Decision
CR/2022/0707/CON	STAFF CAR PARK, TUNNEL ROAD, GATWICK AIRPORT	Consultation From Gatwick Airport Limited in respect of development permitted by Class F, Part 8 of Schedule 2 of the Town and Country Planning (General Permitted Development) (England) Order 2015 for proposed multi storey car park 7 (MSCP7), North Terminal, Gatwick Airport	3 March 2023	NO OBJECTION BUT FURTHER CLARITY SOUGHT
CR/2023/0049/HPA	12 CEDAR CLOSE, LANGLEY GREEN, CRAWLEY, RH11 7SB	Prior notification for the demolition of existing conservatory and brick extension and erection of a single storey rear extension, which would extend beyond the rear wall of the original house by 3.85m, and have a maximum height of 3.45m and an eaves height of 2.82m	2 March 2023	PRIOR APPROVAL REFUSED
CR/2023/0051/HPA	70 WORTH ROAD, POUND HILL, CRAWLEY, RH10 7DT	Prior notification for the erection of a single storey rear extension, which would extend beyond the rear wall of the original house by 4m, and have a maximum height of 2.9m and an eaves height of 2.9m	3 March 2023	PRIOR APPROVAL REFUSED
CR/2023/0097/CON	GATWICK GAUGING STATION ACROSS CHARLWOOD ROAD AND THE RIVER MOLE TO THE NORTH OF 1 BROOKSIDE COTTAGES, CHARLWOOD ROAD, CRAWLEY	Consultation under the electricity act 1989 statutory instrument 2009 no 640 electricity, paragraph 3 (1) for a new lv pole, overhead line and underground cable	1 March 2023	NO OBJECTION

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List of Temporary Traffic Regulation Orders

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

- College Road, Three Bridges (Appendix A).
- Monksfield, Three Bridges (Appendix B).
- Martyrs Avenue, Langley Green (Appendix C).

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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

Temporary closure of Monksfield, Three Bridges, Crawley, 27th March 2023.

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

The temporary closure is scheduled to commence on 27th 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 Southern Water undertakes a Road Closure with the junction of Gales Drive and Broomdashers Road to replace piping.

The restriction will be in place **24hrs / day**.

An alternative route will be signed on site but please visit <https://one.network/?tm=132568584> for more details.

Access maintained for emergency services, residents and pedestrians.

For information regarding this closure please contact Southern Water on 01403 282878 who will be able to assist with scope of these works.

Dated: 26th January 2023

Matt Davey

Assistant Director of Highways, Transport and Planning

West Sussex County Council

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PUBLIC NOTICE

WEST SUSSEX COUNTY COUNCIL TEMPORARY ROAD CLOSURE

MARTYRS ROAD, CRAWLEY

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 **Martyrs Road, Crawley** from junction with **London Road and Denchers Plat** is temporarily prohibited from **5th March 2023**

The restriction will be in place 24hrs

This emergency closure is necessary to allow **Southern Water to repair a leaking main.**

It is anticipated the works will be completed by **8th March 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 **Southern Water on 01903 272167**

Dated **06 March 2023**

Matt Davey
Assistant Director of Highways, Transport and Planning

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Agenda Item 3

Determine Grant Applications for 2023/24 and Grants Budget

The following funding decision has been taken:

Organisation	Amount Awarded
Crawley Community Youth Service	£15,000
Relate North & South West Sussex	£19,512
4Sight Vision Support	£500
Crawley LGBT CIC	£10,000
Crawley Festival	£10,000
Broadfield Youth and Community Centre	£32,000
Crawley Open House (Resource Centre)	£29,759
Crawley Open House (Outreach)	£38,160
Springboard Project	£12,000
Home-Start Crawley, Horsham and Mid Sussex	£17,000
The Posh Club	£8,000
AGE UK West Sussex, Brighton and Hove	£25,000
Humanity Aid	£500
Crawley CAP Centre	£2,500
SEDSConnective	£2,500
LPK Learning CIC	£2,500
Forget Me Nots Crawley	£5,500
Community Transport Sussex	£20,000
Total awards	£250,431

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Agenda Item 7

Crawley Borough Council

Consideration Report for Delegated Decision by Cabinet Member for Wellbeing

Expected Date of Decision 15 March 2023

Review and Reprioritisation of the Unsupervised Play Investment Programme

Report of the Head of Community Services– Report. No. HCS/056

1. Purpose

- 1.1. To provide an update on the Cabinet approved Unsupervised Play Investment Programme for the years 2021/22 – 2022/23 as set out in report [HCS/33](#).
- 1.2. To set out the challenges and the implications within the market around supply restrictions (both materials and suppliers) plus the impact of cost inflation.
- 1.3. To seek approval for the proposed amendments to procurement, consultation and construction stages within the available resources and process timescales.

2. Recommendations

- 2.1. That the Cabinet Member for Wellbeing:
- 2.2. Agrees to group the remaining 8 approved schemes together within one tender.
- 2.3. Delegate authority to the Head of Community Services, in consultation with the Cabinet Member for Wellbeing, to conduct any further review stage/s and agree where necessary to reprioritise the order of delivery for the relevant phase of the investment programme.

3. Reasons for the Recommendations

- 3.1. To ensure we conduct the most advantageous and competitive tender process for the 8 remaining schemes to achieve best quality and value for money within the available resources and process timescales.

4. Background

- 4.1. In November 2021, Cabinet agreed the Unsupervised Play Investment Programme for the years 2021/22 – 2022/23 as set out in report HCS/33. Through this report Cabinet agreed to delegate authority to the Cabinet Member for Wellbeing in consultation with the Head of Community Services, to conduct review stage/s and agree where necessary to reprioritise the order of delivery for the relevant phase of the investment programme.
- 4.2. Despite best efforts only 2 from 10 approved schemes have been awarded to date. This reflects challenges presented by the pandemic, and the implications within the market around supply restrictions (both materials and suppliers) plus the impact of cost inflation. Increasingly the tendering of single, often quite small, play schemes is proving to be

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unattractive to the market and therefore not attracting good value.

- a) Two Play Areas (Meadowlands and Halley Close) will slip £80,000 into 2023/24 - as reported in 2022/23 Budget Monitoring - Quarter 1 ([FIN/586](#)).
 - b) Wakehams Play Area will slip £55,000 into 2023/24 due to delays in the evaluation and award stages of the tender exercise (see 4.4 below). The tender will now be awarded but consideration will need to be taken regarding market conditions – as reported in 2022/23 Budget Monitoring - Quarter 2 ([FIN/594](#))
 - c) Three Play Areas, Perkstead Court, Curteys Walk and Brideake will go out to tender to be delivered under one contract potentially being grouped with more sites in one procurement stage. Due to rising costs and market conditions this is the most advantageous way of delivering these approaching schemes within the current budget. The decision has held up the tender process causing slippage of £52,000 into 2023/24 - as reported in 2022/23 Budget Monitoring – Quarter 2 ([FIN/594](#)).
 - d) In November 2021, Cabinet agreed the Unsupervised Play Investment Programme for the years 2021/22 – 2022/23 in report HCS/33. Since that time due to inflation the costs of the schemes are going to be higher than anticipated. These additional costs are £18,958. Section 106 funding has been identified to fund this additional cost so that the schemes can go ahead as reported in 2023/24 Budget and Council Tax Report (FIN/606).
- 4.3. Of the two schemes awarded to date. Work has started at Southgate Playing Fields and is scheduled to complete by April 2023. Wakehams Play Area has been awarded in principle with the final design to go out to public consultation and contractual arrangements to be signed.
- 4.4. Wakehams Play Scheme received only one bid; two suppliers withdrew as felt they could not make a scheme that met budget and specification requirements. The award does accept we may see a slight reduction in play value but the improvement in condition and quality will go a long way to offset this.
- 4.5. Consequently, for all 8 remaining approved schemes consideration has been given to how to procure, manage and deliver the consultation and construction stages within the available resources and process timescales.

5. Description of Issue to be Resolved

- 5.1. A range of issues have led to delays in delivering the current phase of the investment programme, these are:
- a) **General Market Conditions.** There is a general issue with materials and resources within all sections of the construction sector. Play area equipment comes under this bracket and is suffering generally as well, with costs, availability, and resource.
 - b) **Resource within Suppliers.** It has been reported from the suppliers that resources within their teams are very busy. Each tender they apply for must be carefully considered whether it is worth spending money internally against the likely outcomes of winning the contract and their potential profit margins.
 - c) **Surrounding Borough's Works.** Surrounding local authorities have higher budgets, Brighton & Hove are reportedly spending millions of pounds on new play areas. This links to point 5.1 (b) where supplier have the choice, they are tendering for these types of works as it is more attractive to secure than the smaller play schemes CBC have planned.
 - d) **Material and General Costs.** The budgets were set in 2021, the market in the last 12 months has increased substantially. In the past there has been internal resources

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available to assist in certain areas such as demolition, clearance, and fencing. Due to internal capacity this now needs to be completed externally and has had an impact on the originally planned specifications and what equipment can be obtained for budgets that were set.

6. Information & Analysis Supporting Recommendation

6.1. Specification and CBC Process.

Feedback was received that our specification is strict in places and unfavourable towards suppliers. This has led to very few tender returns. Previous tenders have allowed 6 weeks. Feedback has also been received that this is too short, so it is proposed to extend this to allow for as much opportunity for as many bidders to submit proposals to achieve a competitive tender process and achieve best quality and value for money through applying economy of scales.

6.2. The recommended approach to group all 8 remaining schemes together within one tender and for schemes to come forward and to be completed over 2023/24 and 2024/25 and which will all be managed under one contract. This approach will be a more attractive proposition for bidders and will involve:

- Tender documents need to be updated to cover all remaining schemes and will require support from the Procurement and Legal Teams.
- Proposed to extend the tender period to a minimum of 10 weeks.

6.3. **Alternative approach (option 2):** to issue two tenders with four Play Areas each. This would require the same criteria and changes above. The main risk with this approach is this will be less attractive for suppliers, so we are back to the original issues and risk of only receiving few or one tender back.

6.4. **Alternative approach (option 3):** to continue as we are with no changes to the way we release tenders and deliver schemes. This will result in a further 7 tenders being released at smaller values with tenders staggered which will be less attractive to suppliers and is likely to result in higher workload and delays to the delivery programme timescales.

7. Financial Implications

Table 1: Budget Forecast – Approved Unsupervised Play Schemes

Scheme Description	Projected Outturn 2022/23	Budget 2023-2025	Additional Budget	Revised Budget
	£	£	£	£
Meadowlands (GG)	0	65,000	6,565	71,565
Southgate Playing Fields (SG)	50,851	0	0	
Perkstead Court Play Area (BB)	0	20,000	2,115	22,115
Halley Close Play (BF)	0	15,000	1,610	16,610
Curteys Walk Play (BB)	0	15,000	1,610	16,610
Brideake Play (BB)	0	17,000	1,812	18,812
Wakehams Play (PH)	0	55,000	0	
Puffin Road Play (IF)	0	18,000	1,818	19,818
Bowness Close Play (IF)	0	18,000	1,818	19,818
Plantain Crescent Play (BF)	0	15,000	1,610	16,610
Total at Q2 2022/23	50,851	238,000	18,958	201,958

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- 7.1. Table 1 above sets out the budget forecast for all approved unsupervised play schemes showing projected spend for 2022/23 and 2023-2025 collectively, and the approved additional and revised budget allocations.
- 7.2. Total Capital Investment budget allocation for Unsupervised Play Areas for 2023/25 to fund the remaining 8 approved schemes which are still to go out to tender: £201,958
- 7.3. It's important to note that the additional budget allocation does not factor in the hike in material costs, with up to 300% increases in some materials noted in the last 12-18 months. The revised budget should be sufficient to award and deliver the agreed schemes, but we are likely to see a slight reduction in play value and / or get less play area for our money. The improvement in condition and quality will help to offset this.
- 7.4. There remains a risk that this does not change the supplier's resource capacity and availability, and options to prioritise their work for other councils. There are also costs to suppliers just for tendering, this will not change, and this is another reason they must consider whether they tender for the CBC play areas.

8. Background Papers

- 8.1. Report to Cabinet 24 November 2021 HCS/33 [Unsupervised Play Investment Programme](#)
- 8.2. Report to Cabinet 5 October 2022 FIN/586 [2022/2023 Budget Monitoring – Quarter 1](#)
- 8.3. Report to Cabinet 23 November 2022 FIN/594 [2022/2023 Budget Monitoring – Quarter 2](#)
- 8.4. Report to Cabinet 1 February 2023 FIN/606 [2023/2024 Budget and Council Tax](#)

Report author and contact officer:

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

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