

COUNCILLORS' INFORMATION BULLETIN

Tuesday, 14 November 2023

Bulletin No: IB/1208

INFORMATION ITEM	Pages
<p>1 Delegated Planning Decisions</p> <p>Delegated planning decisions for the week beginning 6 November 2023 are attached. Contact for enquiries: Jean McPherson, Group Manager (Development Management) on jean.mcpherson@crawley.gov.uk.</p>	3 - 4
<p>2 Temporary Traffic Regulation Order: The Mount, Rusper</p> <p>A Temporary Traffic Regulation Order document is attached for The Mount, Rusper.</p>	5 - 6
<p>3 Cancellation of Road Closure: Tinsley Lane, Three Bridges</p> <p>The road closure scheduled to take place at Tinsley Lane, Three Bridges has been cancelled. The original notice is attached.</p>	7 - 8
<p>4 Upcoming Works: London Road, Northgate</p> <p>As part of West Sussex County Council's continuing efforts to improve the highway network, works are due to commence soon on London Road near Marlow Court, Crawley. The upcoming project is the full refurbishment, LED upgrade, and puffin crossing conversion of an existing signal controlled, pelican, crossing.</p> <p>The proposed works are planned to start week commencing 20 November 2023, with the planned end date scheduled for 1 December 2023. However, this is subject to change should unforeseen issues arise onsite, or delays incurred due to adverse weather conditions.</p> <p>Attached is a list of the most frequently asked questions. Please feel free to contact lee.maskell@westsussex.gov.uk if you have any questions regarding the proposals.</p>	9 - 14



01293 438000

crawley.gov.uk
democracy.crawley.gov.uk

Town Hall
 The Boulevard
 Crawley
 West Sussex
 RH10 1UZ

5	Upcoming Works: Balcombe Road, Pound Hill	15 - 20
	<p>As part of West Sussex County Council's continuing efforts to improve the highway network, works are due to commence soon on Balcombe Road near St Catherines Road, Crawley. The upcoming project is the full refurbishment and LED upgrade of an existing signal-controlled crossing.</p> <p>The proposed works are planned to start week commencing 27 November 2023, with the planned end date scheduled for 8 December 2023. However, this is subject to change should unforeseen issues arise onsite, or delays incurred due to adverse weather conditions.</p> <p>Attached is a list of the most frequently asked questions. Please feel free to contact lee.maskell@westsussex.gov.uk if you have any questions regarding the proposals.</p>	
6	Change to Membership: Planning Committee	
	<p>In accordance with Paragraph 2.1(o) of the Full Council 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:</p> <ul style="list-style-type: none">• Councillor Nawaz to be replaced with Councillor Hart. <p>This change takes immediate effect.</p>	
7	Staff Changes: October 2023	21 - 22
	<p>Information is attached for Councillors only.</p>	
8	Cyber Security Baseline Briefing and Webinar	23 - 24
	<p>Information is attached for Councillors only.</p>	
9	Personal Security for Councillors Webinar	25 - 26
	<p>Information is attached for Councillors only.</p>	
10	Press Releases	
	<p>Press releases are available at www.crawley.gov.uk/news.</p>	

CRAWLEY BOROUGH COUNCIL

DELEGATED PLANNING DECISIONS

The following decisions were issued, subject to conditions, under delegated powers for the period 06/11/2023 and 10/11/2023

Application Number	Location	Proposal	Date of Decision	Decision
CR/2022/0342/FUL	73 SHIPLEY ROAD, IFIELD, CRAWLEY	Erection of single storey front extension	7 November 2023	PERMIT
CR/2023/0109/FUL	4 TICEHURST CLOSE, POUND HILL, CRAWLEY	Removal of existing conservatory and erection of new single-storey rear and side wrap around extension	6 November 2023	PERMIT
CR/2023/0226/FUL	109 WINCHESTER ROAD, TILGATE, CRAWLEY	Demolition of existing conservatory and construction of single storey rear extension	10 November 2023	PERMIT
CR/2023/0254/FUL	188 & 190 THREE BRIDGES ROAD, THREE BRIDGES, CRAWLEY	Proposed change of use from (hotel) Class C1 and Class E to (residential institution) class C2 with accommodation for 6 children, staff facilities and three roof lights to west elevation (amended description)	6 November 2023	PERMIT
CR/2023/0358/192	14 EPSOM ROAD, FURNACE GREEN, CRAWLEY	Certificate of lawfulness for proposed single storey rear extension	10 November 2023	PERMIT
CR/2023/0385/FUL	21 FILBERT CRESCENT, GOSSOPS GREEN, CRAWLEY	Proposed single storey front extension	9 November 2023	PERMIT
CR/2023/0427/192	25 WINDMILL COURT, WEST GREEN, CRAWLEY	Certificate of lawfulness for proposed single storey 3.3m rear extension	9 November 2023	PERMIT
CR/2023/0434/FUL	MALVERN COTTAGE, IFIELD GREEN, IFIELD, CRAWLEY	Replacement windows to front elevation	9 November 2023	PERMIT

Application Number	Location	Proposal	Date of Decision	Decision
CR/2023/0446/PA3	14 BRIGHTON ROAD, SOUTHGATE, CRAWLEY	Prior approval for conversion of first and second floor areas from business use into single family residential apartments - one on each floor	10 November 2023	PRIOR APPROVAL APPROVED
CR/2023/0471/FUL	107 IFIELD ROAD, WEST GREEN, CRAWLEY	Erection of single storey front porch	7 November 2023	PERMIT
CR/2023/0472/192	LEVANT, TURNERS HILL ROAD, POUND HILL, CRAWLEY	Certificate of lawfulness for proposed erection of single storey rear extension, single storey side/rear extension, 300mm high raised deck area and blocking up of external side door to make window	7 November 2023	PERMIT
CR/2023/0486/FUL	70 MAIDEN LANE, LANGLEY GREEN, CRAWLEY	Erection of part single storey side extension and double storey side/rear extension	7 November 2023	REFUSE
CR/2023/0521/FUL	27 SOUTHWATER CLOSE, IFIELD, CRAWLEY	Erection of single storey side and rear extensions	9 November 2023	PERMIT
CR/2023/0565/191	UNIT 2, MILL COURT, SPINDLE WAY, THREE BRIDGES, CRAWLEY	Certificate of lawfulness for loft conversion - development involving the insertion of rooflights	9 November 2023	PERMIT
CR/2023/0584/192	15 KELSO CLOSE, POUND HILL, CRAWLEY	Certificate of lawfulness for proposed garage conversion into habitable space	8 November 2023	PERMIT
CR/2023/0630/TEL	LAND OFF BEWBUSH DRIVE, BEWBUSH, CRAWLEY	Notification under regulation 5 for an upgrade to the existing 17.5m high (with 3 antennas) to be replaced with proposed 20.0m high engineering apollo pole on root foundation (with 6 antennas). Proposed installation of 1no. 300ø dish and 1no. GPS module and associated ancillary works. Existing 1no. meter pillar to be removed. Proposed 1no. cheshire cabinet and 1no. meter cabinet to be installed. Existing cabinet to be refreshed internally and reused (96314)	9 November 2023	NO OBJECTION SUBJECT TO CONDITION

Agenda Item 2



PUBLIC NOTICE

Temporary closure of The Mount, Ifield, 20th November 2023.

NOTICE IS HEREBY GIVEN that from the date specified below, West Sussex County Council has temporarily closed to all traffic, The Mount, Ifield, in the Horsham District under Section 14(2) of the Road Traffic Regulation Act 1984, as amended, on The Mount for a distance approx 394 metres.

The temporary closure is scheduled to commence on 20th November 2023 for up to 5 days (it is estimated to be completed on 24th November 2023) and is required for the safety of the public and workforce while UK Power Networks undertakes a new customer connection. Road to be closed between junction with Orltons Lane and Keepers Mount Kennels.

The restriction will be in place **24hrs a day**

An alternative route will be signed on site but please visit <https://one.network/?tm=135419312> for more details.

Access maintained for emergency services, residents and pedestrians.

For information regarding this closure please contact Sunbelt Rentals on behalf of UK Power Networks on 03700 500792 who will be able to assist with scope of these works.

Dated: 24th August 2023

Matt Davey

Assistant Director of Highways, Transport and Planning

West Sussex County Council

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Agenda Item 2

Agenda Item 3



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

Road Name	Tinsley Lane	
Village/Town/Parish	Three Bridges, Crawley	
Specific Location	1-21 Thyme House, Tinsley Lane, Three Bridges	
Reason for TTRO	24-hour a day road closure, required to allow UKPN to undertake installation of new electricity cable.	
Proposed Start Date / Time	Date: 14th November 2023	Time: 00:00
Proposed End Date / Time	Date: 22nd December 2023	Time: 23:59
The restriction will be effective	24 hours	
Access arrangements	Access maintained for emergency services, residents and pedestrians	
Applicant name	Kier on behalf of UK Power Networks	
Applicant contact tel number	07894 979664	
Any other details	For more information about this proposed TTRO please visit: https://one.network/?tm=135947781	

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: ttr@westsussex.gov.uk

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FAQs

London Road near Marlow Court: Pedestrian Crossing Refurbishment and LED Conversion.



20th November – 01st December 2023.

13 November 2023 v1.7

Agenda Item 4

Scheme:

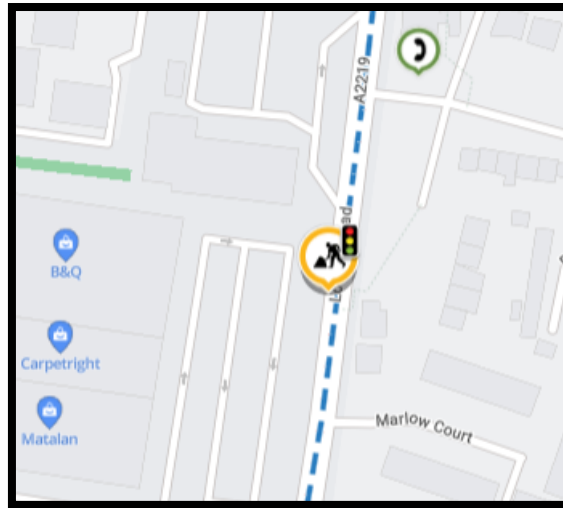
Type: Pedestrian crossing refurbishment and LED conversion.

Road: London Road near Marlow Court, Crawley

Electoral Division: Northgate & Wisborough Green

WSCC Member: Councillor Natalie Pudaloff

Cabinet Member: Councillor Joy Dennis



Above image shows screenshot from [One.Network](#) of the scheme location on London Road nr Marlow Court, Crawley.

Summary

Programme dates: 20th November – 1st December 2023

- On behalf of West Sussex County Council, principal contractor Telent Ltd and their civils sub-contractor Landbuild Ltd, works are planned to refurbish an existing signal-controlled crossing on London Road near Marlow Court, Crawley. The objective is to replace the existing crossing with a new, more efficient, greener crossing.
- These works are being delivered as part of the WSCC’s continuing efforts to improve the highway and meet the authorities net zero targets.

In order to protect our workforce and the public:

Appropriate Traffic Management will remain in place until the works are complete. We will reduce traffic management as the works progress and if conditions allow. Hours of work are usually weekdays 7.30am-5.30pm. Road works signing, barriers, cones, and from 20th November, a set of temporary traffic-signals with a temporary crossing facility will be in place.

Agenda Item 4

For more information

For further information please visit our website:

<https://www.westsussex.gov.uk/roads-and-travel> or liaise with the onsite team, as they might be able to answer your query quickly.

Roadworks information can also be obtained from <https://one.network/>

This work is susceptible to inclement weather conditions and might have to be delayed or rescheduled at short notice. Please refer to our website and social media for updates.

Thank you for your cooperation and patience; we apologise for the disruption that the road works will cause and will do our very best to keep this to a minimum.

Frequently Asked Questions

Q: Why does this work have to take place?

A. As part of West Sussex County Councils continuing efforts to improve the highway, works are planned to undertake a full refurbishment of the existing pelican crossing, converting the crossing to a new puffin style crossing. The refurbishment has been selected based upon condition assessments and the need to replace Halogen Bulb assets. As part of these works, the site will be brought to the latest standards and converted to LED aspects supporting a more sustainable, green, energy efficient site.

Q: What work has to be done?

A. To refurbish the crossing, traffic signals civil engineering infrastructure needs to be installed in the footways and carriageway. New ducting will be laid as required, and existing ducting will be utilised where possible to minimise the delay. New traffic signal cables shall be laid within the ducting underground. Retention sockets for the traffic signal poles and replacement of chamber lids and frames with all new composite replacements.

Resurfacing of the footways surrounding the crossing will be undertaken across the full width of the footway to improve the crossing area conditions and ensure a strong surface. Replacement of the existing red blister paving is planned.

Q: What will the benefits be once it is finished?

A. A near sided puffin crossing will be installed utilising the latest technology. Above ground detectors will be installed to improve pedestrian safety (the detectors note the presence of pedestrians, and this influences the timings of the signals) as well as tactile cones and audible beepers to aid visually impaired pedestrians. LED aspects are to be installed to improve visibility for motorist, reduce energy and maintenance costs with an added benefit of reducing carbon emissions supporting the Councils Net Zero commitment.

Q: Will any roads have to be closed during the works?

A. No, the current traffic management arrangements are unlikely to require any road closures.

Agenda Item 4

Q: When will the work start?

A. Work is due to start from 20th November 2023. Temporary traffic signals are expected to be in operation which will result in delays especially at peak times. Manual control of the lights will be in operation to try to alleviate congestion levels as much as possible.

Q: When will the work finish?

A. It is expected to be completed by 1st December, but this can be dependent on weather conditions and other external factors.

Q: What time of day will the work take place?

A. Weekdays generally between 07.30am to 5.30pm.

Q: Why are you undertaking the works during the day?

A. Daytime working is the most efficient and effective approach. Unfortunately, we cannot carry out work of this nature without having an impact on the local community. In deciding on the time when the least disruption will occur, we take many factors into consideration. These include:

- the disruption and disturbance that our works will have on residents, especially at night.*
- the impact that our works will have on local businesses, especially during the day.*
- safety of our workforce, the local community, and the wider travelling public.*

We cannot carry out these works without generating noise and in order to ensure that we do not unduly disrupt residents' sleep, we have little alternative but to carry out as much of this work as we can during the day.

Q: What disruption can residents expect?

A. Some delays to travelling, occasional noise, and disruption whilst the works are underway.

Q: What disruption can motorists or bus passengers expect?

*A. Some delays due to the temporary traffic signals especially during peak times.
B. The London Road South & London Road North bus stops are due to be temporarily suspended.*

Q: What disruption can pedestrians expect?

A. Pedestrian movements may also be affected whilst the work is ongoing, however there will be footway access at all times and a temporary crossing facility will be in place to ensure safe passage to cross. Every consideration and effort will be made to reduce the impact.

Agenda Item 4

Q: Will temporary bus stops be put in place during the work?

A. *Temporary bus stops are at the discretion of the service provider. We recommended you get in touch with the bus operator to identify alternative stops to use during the planned works.*

B.

Q: Will any diversion routes for traffic have to be put in place?

A. *No.*

Q: Why have you chosen to do this at this time of year?

A. *The works have been chosen to progress at this time due to the availability of the road space and permitting required to work on the highway.*

B. *This time was also chosen to avoid the busiest time of the year and to in-keep with a larger rolling programme of LED upgrades, utilising contractor resource geographically to reduce environmental impacts through a reduction in carbon emissions.*

Q: Could weather impact the proposed works?

A. *Weather conditions can have an impact on the delivery of the scheme. If the works are delayed, we may choose to mitigate this by working over weekends or at night subject to the usual constraints and environmental requirements or lengthen the permit and job duration to mitigate delays caused by the weather.*

Q: How is this scheme being funded?

A. *These works are being delivered through the published annual delivery programme, funded by capital finance allocation.*

Q: How do I contact West Sussex Highways?

A. *If you have any queries on the day regarding how the works are being carried out near you, e.g. 'Can I get access to my property' or 'Can I walk to the shops along the footpath?', then please feel free to ask to speak to the on-site Site Supervisor who is normally best placed to address your concerns.*

However, if you would prefer to speak to someone about how or why the works are being carried out then please contact us via the West Sussex County Council Contact Centre on 01243 642105 or via the WSCC website <https://www.westsussex.gov.uk/roads-and-travel/report-a-problem-with-a-road-or-pavement/>

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FAQs

Balcombe Road near St Catherines Road,
Crawley: Pedestrian Crossing Refurbishment
and LED Conversion.



27th November – 08th December 2023.

13 November 2023 v1.7

Agenda Item 5

Scheme:

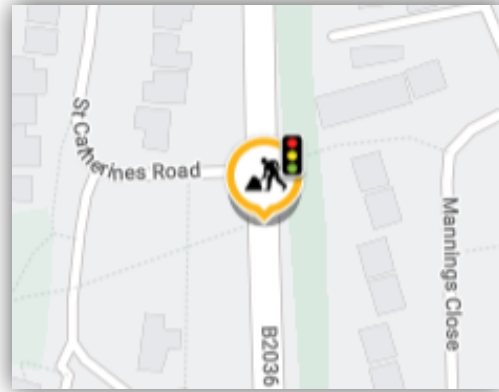
Type: Pedestrian crossing refurbishment and LED conversion.

Road: Balcombe Road nr St Catherines Road, Crawley

Electoral Division: Pound Hill

WSCC Member: Councillor Richard Burrett

Cabinet Member: Councillor Joy Dennis



Above image shows screenshot from [One.Network](#) of the scheme location on Balcombe Road near St Catherines Road, Crawley.

Summary

Programme dates: 27th November – 8th December 2023

- On behalf of West Sussex County Council, principal contractor Telent Ltd and their civils sub-contractor Landbuild Ltd, works are planned to refurbish an existing signal-controlled crossing on Balcombe Road near St Catherines Road, Crawley. The objective is to replace the existing crossing with a new, more efficient, greener crossing.
- These works are being delivered as part of the WSCC’s continuing efforts to improve the highway and meet the authorities net zero targets.

In order to protect our workforce and the public:

Appropriate Traffic Management will remain in place until the works are complete. We will reduce traffic management as the works progress and if conditions allow. Hours of work are usually weekdays 7.30am-5.30pm. Road works signing, barriers, cones, and from 27th November, a set of temporary traffic-signals with a temporary crossing facility will be in place.

Agenda Item 5

For more information

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Roadworks information can also be obtained from <https://one.network/>

This work is susceptible to inclement weather conditions and might have to be delayed or rescheduled at short notice. Please refer to our website and social media for updates.

Thank you for your cooperation and patience; we apologise for the disruption that the road works will cause and will do our very best to keep this to a minimum.

Frequently Asked Questions

Q: Why does this work have to take place?

A. As part of West Sussex County Councils continuing efforts to improve the highway, works are planned to undertake a full refurbishment of the existing pelican crossing, converting the crossing to a new puffin style crossing. The refurbishment has been selected based upon condition assessments and the need to replace Halogen Bulb assets. As part of these works, the site will be brought to the latest standards and converted to LED aspects supporting a more sustainable, green, energy efficient site.

Q: What work has to be done?

A. To refurbish the crossing, traffic signals civil engineering infrastructure needs to be installed in the footways, carriageway, and verges. New ducting will be laid as required, and existing ducting will be utilised where possible to minimise the delay. New traffic signal cables shall be laid within the ducting underground. Retention sockets for the traffic signal poles and replacement of chamber lids and frames with all new composite replacements.

Resurfacing of the footways surrounding the crossing will be undertaken across the full width of the footway to improve the crossing area conditions and ensure a strong surface. Replacement of the existing red blister paving is planned.

Tree clearance works are also planned to ensure traffic signal head visibility.

Q: What will the benefits be once it is finished?

A. A near sided puffin crossing will be installed utilising the latest technology. Above ground detectors will be installed to improve pedestrian safety (the detectors note the presence of pedestrians, and this influences the timings of the signals) as well as tactile cones and audible beepers to aid visually impaired pedestrians. LED aspects are to be installed to improve visibility for motorist, reduce energy and maintenance costs with an added benefit of reducing carbon emissions supporting the Councils Net Zero commitment.

Agenda Item 5

Q: Will any roads have to be closed during the works?

A. No, the current traffic management arrangements are unlikely to require any road closures.

Q: When will the work start?

A. Work is due to start from 27th November 2023. Temporary traffic signals are expected to be in operation which will result in delays especially at peak times. Manual control of the lights will be in operation to try to alleviate congestion levels as much as possible.

Q: When will the work finish?

A. It is expected to be completed by 8th December, but this can be dependent on weather conditions and other external factors.

Q: What time of day will the work take place?

A. Weekdays generally between 07.30am to 5.30pm.

Q: Why are you undertaking the works during the day?

A. Daytime working is the most efficient and effective approach. Unfortunately, we cannot carry out work of this nature without having an impact on the local community. In deciding on the time when the least disruption will occur, we take many factors into consideration. These include:

- the disruption and disturbance that our works will have on residents, especially at night.*
- the impact that our works will have on local businesses, especially during the day.*
- safety of our workforce, the local community, and the wider travelling public.*

We cannot carry out these works without generating noise and in order to ensure that we do not unduly disrupt residents' sleep, we have little alternative but to carry out as much of this work as we can during the day.

Q: What disruption can residents expect?

A. Some delays to travelling, occasional noise, and disruption whilst the works are underway.

Q: What disruption can motorists or bus passengers expect?

A. Some delays due to the temporary traffic signals especially during peak times.

Q: What disruption can pedestrians expect?

A. Pedestrian movements may also be affected whilst the work is ongoing. Footway access maybe restricted, and or temporary walkways created within the traffic management. A temporary crossing facility will be in place to ensure safe passage to cross. Every consideration and effort will be made to reduce the impact.

Agenda Item 5

Q: Will temporary bus stops be put in place during the work?

A. *No*

Q: Will any diversion routes for traffic have to be put in place?

A. *No.*

Q: Why have you chosen to do this at this time of year?

- A. *The works have been chosen to progress at this time due to the availability of the road space and permitting required to work on the highway.*
- B. *This time was also chosen to avoid the busiest time of the year and to in-keep with a larger rolling programme of LED upgrades, utilising contractor resource geographically to reduce environmental impacts through a reduction in carbon emissions.*

Q: Could weather impact the proposed works?

- A. *Weather conditions can have an impact on the delivery of the scheme. If the works are delayed, we may choose to mitigate this by working over weekends or at night subject to the usual constraints and environmental requirements or lengthen the permit and job duration to mitigate delays caused by the weather.*

Q: How is this scheme being funded?

- A. *These works are being delivered through the published annual delivery programme, funded by capital finance allocation.*

Q: How do I contact West Sussex Highways?

A. If you have any queries on the day regarding how the works are being carried out near you, e.g. 'Can I get access to my property' or 'Can I walk to the shops along the footpath?', then please feel free to ask to speak to the on-site Site Supervisor who is normally best placed to address your concerns.

However, if you would prefer to speak to someone about how or why the works are being carried out then please contact us via the West Sussex County Council Contact Centre on 01243 642105 or via the WSCC website <https://www.westsussex.gov.uk/roads-and-travel/report-a-problem-with-a-road-or-pavement/>

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Agenda Item 7

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

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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

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

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