



Crawley Borough Council

Notification of Decisions

To: All Councillors

The decisions of the **Cabinet** held on **24 July 2024** are attached.

The Call-In period ends at noon on the 5th day following publication, namely noon on the Tuesday 30 July 2024.

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 "J. A.", written in a cursive style.

Chief Executive

Published on 25 July 2024.

Item No.	Title	Decision
6.	Financial Outturn 2023-2024 (Quarter 4)	<p>RESOLVED</p> <p>That the Cabinet:</p> <ul style="list-style-type: none"> a) notes the outturn for the financial year 2023/2024 as summarised in this report FIN/658 b) approves the addition of a Senior Project Manager within the Built Environment Team to be funded from existing and future capital projects. (para 9.9 of report FIN/658) c) approves the virement in the Capital Programme of £67k from Allotments to Goffs Park (para 9.8 of report FIN/658) d) notes the carry forward requests detailed in Section 6 of report FIN/658 <p>The Full Council be recommended to:</p> <ul style="list-style-type: none"> a) agree to the transfers of reserves and level of balances as outlined in Section 10 of report FIN/658. b) approve the addition to the Capital Programme of £1.1m funded from the Better Care Fund. (para 9.3 of report FIN/658). c) approve the addition to the Capital Programme of £60k for Three Bridges Station funded from S106 monies received. (para 9.6 of report FIN/658). <p>Reasons for the Recommendations</p> <p>To report to Councillors on the outturn, subject to audit, for the year compared to the approved budget.</p>
7.	Treasury Management Outturn 2023 – 2024	<p>RESOLVED</p> <p>That the Cabinet:</p> <ul style="list-style-type: none"> a) approves the actual 2023/24 Prudential and Treasury Indicators as set out in report FIN/659 b) notes the Annual Treasury Management Report for 2023/24 as contained within report FIN/659

		<p>c) notes that the authorised limit for external borrowing set by the Council was exceeded for a short period during Q4 of 2023/24 and is now back within the set limit set by the Council.</p> <p>That Full Council be recommended to:</p> <p>Approve of the increase in the 2024/25 Operational boundary and Authorised Limits contained within section 5.4 of report FIN/659</p> <p>Reasons for the Recommendations</p> <p>The Council’s financial regulations, in accordance with the CIPFA Code of Practice for Treasury Management, requires an annual review following the end of the year describing the activity compared to the Strategy. This report complies with these requirements</p>
8.	Implementation of Procurement Act 2023	<p>RESOLVED</p> <p>That the Cabinet delegates authority to the Head of Corporate Finance to review and make minor modifications to the Procurement Code as and when amendments are required following a review or any subsequent change to legislation and statutory guidance are introduced. <i>(Generic Delegation 7 will be used to enact this recommendation).</i></p> <p>That Full Council be recommended to</p> <p>Approve the revised Procurement Code attached as Appendix A to report FIN/660.</p> <p>Reasons for the Recommendations</p> <p>The Council requires clear rules about how it conducts procurement. The Procurement Code has been updated to reflect changes in legislation. The Code needs approval so that it can be incorporated into the Council’s Constitution</p>

<p>9.</p>	<p>Forward Programme of Key Procurements July – December 2024</p>	<p>RESOLVED</p> <p>That the Cabinet:</p> <p>a) endorses the updated procurement forward programme July – December 2024 (Appendix A of report FIN/661).</p> <p>b) delegates authority to the Leader of the Council in consultation with the relevant Cabinet Member, relevant Head of Service, and Head of Governance, People & Performance to approve the award of the contract following an appropriate procurement process. This is with the exception of following procurements which will be subject to separate Cabinet reports; Waste Collection; Hawth Theatre.</p> <p>c) delegates the negotiation, approval and completion of all relevant legal documentation, following the awarding of the contracts to the relevant Head of Service, Head of Governance, People & Performance, 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> <p>Reasons for the Recommendations</p> <p>By approving the procurement forward programme there is greater transparency of future procurement processes allowing more scope for internal stakeholders to input into how future contracts are delivered.</p> <p>The approval of the forward programme provides a key decision that will enable the individual procurement processes to be awarded under delegated authority once the tender process has concluded giving the Council the ability to reduce the time required to complete a procurement process.</p>
<p>11.</p>	<p>Temporary Accommodation Acquisitions Programme</p>	<p><i>Exempt Paragraph 3</i> <i>Information relating to financial and business affairs of any particular person (including the Authority holding that information)</i></p> <p>RESOLVED</p> <p>That the Cabinet:</p> <p>a) authorises the Head of Strategic Housing Services to enter into the necessary transactions and agreements</p>

to secure the LAHF funding allocation and to satisfy the requirements associated with this funding allocation.

- b) delegate the negotiation, approval and completion of all relevant documentation, including legal paperwork to the Head of Strategic Housing Services, Head of Governance, People and Performance, Head of Corporate Finance, in consultation with the Leader of the Council and the Cabinet Member for Housing.
(Generic Delegations 2 & 3 will be used to enact this recommendation)

That Full Council be recommended to approve:

the uplift to the Temporary Accommodation Acquisitions Budget as detailed in section 5.8 below, for the purposes of securing additional temporary accommodation aimed primarily at reducing the financial burden of using expensive nightly-paid accommodation and to enable the LAHF funding allocation to be utilised.

Reasons for the Recommendations

The Council currently has 542 households in temporary accommodation, with 313 of these presently in nightly paid accommodation, including 113 out of borough placements. This represents the highest level of need and demand for temporary accommodation across the County. 3.2. The Council is presented with an opportunity to receive grant funding from the Local Authority Housing Fund (LAHF) for the purposes of providing temporary and resettlement accommodation, which needs to be utilised by March 2026, with an element of match-funding required from the Council to satisfy the conditions of the LAHF funding allocation, and a budget is being requested to support this programme.

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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