

Forward Plan 1 February 2018

The list of forthcoming decisions can be found on the last page.

CALCULATION OF COUNCIL TAX BASE – FOR THE PURPOSES OF SETTING THE LEVEL OF COUNCIL TAX FOR THE YEAR 2018/19

The method of calculation is prescribed by statute. The briefing paper will show the number of properties within each council tax band, the number receiving discounts and how this is equated to a band D equivalent number of properties.

Type of Decision:

Key

Consultation Arrangements: NA

Date considered by Overview & Scrutiny Commission: NA

Decision Maker:

Leader of the Council

Intended Decision Date:

Not before 1st Dec 2017

Lead Officer Contact Information:

Contact Name: Paul Windust, Chief Accountant

Address: Town Hall, The Boulevard, Crawley, West Sussex RH10 1UZ

Email: paul.windust@crawley.gov.uk

Related Documents (background papers)

External Links:

Consideration Report Council Tax Base 2018/19 FIN/430



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CALCULATION OF THE NON-DOMESTIC RATES INCOME FOR THE YEAR 2018/2019

The method of calculation is prescribed by statute. The briefing paper will show the calculation of the non-domestic rates income for the year and how this is shared between the central share, Crawley Borough Council and West Sussex County Council.

Type of Decision:

Key

Consultation Arrangements: NA

Date considered by Overview & Scrutiny Commission: NA

Decision Maker:

Leader of the Council

Intended Decision Date:

Not before 1st Dec 2017

Lead Officer Contact Information:

Contact Name: Paul Windust, Chief Accountant

Address: Town Hall, The Boulevard, Crawley, West Sussex RH10 1UZ

Email: paul.windust@crawley.gov.uk

Related Documents (background papers)

External Links:

Valuation list supplied by government valuation office

Relevant statutory provisions governing the setting of the council tax base

S106 MONIES FOR SITE OF FORMER IFIELD COMMUNITY COLLEGE, LADY MARGARET ROAD, IFIELD (HIGHWAY WORKS)

Seeks the approval of the allocation of £229,597.59 Section 106 monies that have been received for the provision of Highways Works. To be used for the enlargement of the existing Ifield Drive/Ifield Avenue mini-roundabout to form a compact roundabout, prior to the 50th dwelling.

Type of Decision:

Non-Key

Consultation Arrangements: NA

Date considered by Overview & Scrutiny Commission:

Decision Maker:

Leader of the Council

Intended Decision Date:

Not before 5th Jan 2018

Lead Officer Contact Information:

Contact Name: Mandy Smith, Regeneration Programme Officer

Address: Town Hall, The Boulevard, Crawley, West Sussex RH10 1UZ

Email: mandy.smith@crawley.gov.uk

Related Documents (background papers)

External Links:

S106 Monies for Site of Former Ifield Community College, Lady Margaret Road, Ifield (Highway Works) PES/265

DISABLED FACILITIES GRANT (DFG) POLICY

To introduce a more flexible and innovative approach in utilising DFG funding .

Type of Decision:

Key

Consultation Arrangements:

None

Date considered by Overview & Scrutiny Commission:

8 Jan 2018

Decision Maker:

Cabinet

Intended Decision Date:

10 Jan 2018

Lead Officer Contact Information:

Contact Name: DS Officers email, Diana Maughan, Head of Housing Strategic and Planning Services

Address: Town Hall, The Boulevard, Crawley, West Sussex RH10 1UZ

Email: democratic.services@crawley.gov.uk,
diana.maughan@crawley.gov.uk

Related Documents (background papers)

External Links:

MANOR ROYAL BUSINESS IMPROVEMENT DISTRICT (BID) RENEWAL 2018-2023

The Cabinet will be asked to:

- Agree the proposal and support the renewal of the BID for a further 5 year term.
- Delegate Authority to a Cabinet member to vote in accordance with the Cabinet decision in the Ballot.
- That the Chief Executive as Returning Officer and ballot holder should hold a ballot for the Manor Royal Renewal proposal.
- That the Head of Legal and Democratic Services be authorised to complete the necessary legal agreements for the operation of the BID levy.

Type of Decision:

Key

Consultation Arrangements:

The Manor Royal BID are consulting the Manor Royal business community / levy payers.

Date considered by Overview & Scrutiny Commission: NA

Decision Maker:

Cabinet

Intended Decision Date:

10 Jan 2018

Lead Officer Contact Information:

Contact Name: Clem Smith, Head of Economic & Environmental Services

Address: Town Hall, The Boulevard, Crawley, West Sussex RH10 1UZ

Email: clem.smith@crawley.gov.uk

Related Documents (background papers)

External Links:

SHARED PROCUREMENT FUTURE DELIVERY MODEL

Cabinet will be asked to approve a change to the delivery model of the shared procurement service which will result in Crawley Borough Council acting as lead authority and employing all staff associated with the service.

Type of Decision:

Non-Key

Consultation Arrangements: NA

Date considered by Overview & Scrutiny Commission:

Decision Maker:

Cabinet

Intended Decision Date:

10 Jan 2018

Lead Officer Contact Information:

Contact Name: Nigel Sheehan, Head of Partnership Services

Address: Town Hall, The Boulevard, Crawley, West Sussex RH10 1UZ

Email: nigel.sheehan@crawley.gov.uk

Related Documents (background papers)

External Links:

IMPROVEMENT AND EFFICIENCY SOCIAL ENTERPRISE (IESE)

The purpose of the report will be for the cabinet to consider and authorise the Council to become a member of Improvement and Efficiency Social Enterprise (iESE)

Type of Decision:

Key

Consultation Arrangements: NA

Date considered by Overview & Scrutiny Commission:

Decision Maker:

Cabinet

Intended Decision Date:

10 Jan 2018

Lead Officer Contact Information:

Contact Name: Ann-Maria Brown, Head of Legal and Democratic Services

Address: Town Hall, The Boulevard, Crawley, West Sussex RH10 1UZ

Email: ann-maria.brown@crawley.gov.uk

Related Documents (background papers)

External Links:

SETTING THE RENT FOR COUNCIL PROPERTIES WITHIN THE HOUSING REVENUE ACCOUNT

The decision required is to set the level of decrease (as required by Government) for properties held in the Housing Revenue Account (Council Housing).

Type of Decision:

Key

Consultation Arrangements: NA

Date considered by Overview & Scrutiny Commission: NA

Decision Maker:

Cabinet Member For Housing and Deputy Leader of the Council

Intended Decision Date:

17 Jan 2018

Lead Officer Contact Information:

Contact Name: Karen Dodds, Head of Crawley Homes

Address: Town Hall, The Boulevard, Crawley, West Sussex RH10 1UZ

Email: Karen.Dodds@crawley.gov.uk

Related Documents (background papers)

External Links:

FUTURE DELIVERY OF CRAWLEY'S BUILDING CONTROL SERVICE

The report will consider whether there is a sound business case for a shared building control service with Horsham, Arun and Chichester councils to replace or extend the current arrangement with Horsham council.

Type of Decision:

Non-Key

Consultation Arrangements:

Internal consultation only

Date considered by Overview & Scrutiny Commission:

5 Feb 2018

Decision Maker:

Cabinet

Intended Decision Date:

7 Feb 2018

Lead Officer Contact Information:

Contact Name: Clem Smith, Head of Economic & Environmental Services

Address: Town Hall, The Boulevard, Crawley, West Sussex RH10 1UZ

Email: clem.smith@crawley.gov.uk

Related Documents (background papers)

External Links:

ALLOCATING MONIES COLLECTED THROUGH COMMUNITY INFRASTRUCTURE LEVY - UPDATE

Cabinet will be asked to review and approve the final version of the Infrastructure Business Plan, the CIL Strategic Infrastructure Strand priority schemes and Neighbourhood Improvement Strand.

Type of Decision:

Key

Consultation Arrangements:

Completed 2 month public consultation

Date considered by Overview & Scrutiny Commission:

Decision Maker:

Cabinet

Intended Decision Date:

7 Feb 2018

Lead Officer Contact Information:

Contact Name: Mandy Smith, Regeneration Programme Officer

Address: Town Hall, The Boulevard, Crawley, West Sussex RH10 1UZ

Email: mandy.smith@crawley.gov.uk

Related Documents (background papers)

Allocating Monies Collected Through Community Infrastructure Levy

External Links:

IRRECOVERABLE DEBTS 2017/18 (OVER £50,000)

While the Council endeavours to collect all debts due to the Council, there will inevitably be some debts that remain irrecoverable. Individual debts of up to £50,000 can be written-off using delegated powers. This report will seek authority to write off individual debts in 2017 - 2018 of over £50,000 and also provide a summary of debts written off using delegated authority.

Type of Decision:

Key

Consultation Arrangements:

Not applicable

Date considered by Overview & Scrutiny Commission: NA

Decision Maker:

Cabinet

Intended Decision Date:

7 Feb 2018

Lead Officer Contact Information:

Contact Name: Karen Hayes, Head of Finance, Revenues and Benefits

Address: Town Hall, The Boulevard, Crawley, West Sussex RH10 1UZ

Email: karen.hayes@crawley.gov.uk

Related Documents (background papers)

External Links:

QUARTERLY MONITORING 2017/18 QUARTER 3

The report will set out a summary of the Council's actual revenue and capital spending for the quarter to December 2017 together with the main variations from the approved spending levels and impact on future budgets

Type of Decision:

Key

Consultation Arrangements:

Internal consultation only

Date considered by Overview & Scrutiny Commission: NA

Decision Maker:

Cabinet

Intended Decision Date:

7 Feb 2018

Lead Officer Contact Information:

Contact Name: Karen Hayes, Head of Finance, Revenues and Benefits

Address: Town Hall, The Boulevard, Crawley, West Sussex RH10 1UZ

Email: karen.hayes@crawley.gov.uk

Related Documents (background papers)

External Links:

TREASURY MANAGEMENT STRATEGY 2018-19

This report will set the limits and method of investing the council's surplus funds taking into account the statutory restrictions on local authority investments and borrowings. While the Council is debt free and expects to continue this policy for the foreseeable future, the report will set limits and establish procedures for any borrowings that may be required.

Type of Decision:

Key

Consultation Arrangements:

Internal consultation only

Date considered by Overview & Scrutiny Commission:

5 Feb 2018

Decision Maker:

Cabinet

Intended Decision Date:

7 Feb 2018

Lead Officer Contact Information:

Contact Name: Karen Hayes, Head of Finance, Revenues and Benefits

Address: Town Hall, The Boulevard, Crawley, West Sussex RH10 1UZ

Email: karen.hayes@crawley.gov.uk

Related Documents (background papers)

External Links:

BUDGET & COUNCIL TAX 2018/2019

The Council has a statutory responsibility to set a council tax and budget in advance of the commencement of the new financial year (1 April to 31 March). During 2017/18 the Council will review its spending plans, consider options to amend spending to meet new priorities and consider comments received as part of the consultation process. This report will set the budget and level of council tax for the year 2018-2019 taking into account the above factors.

Type of Decision:

Key

Consultation Arrangements:

Consultation will be undertaken as part of the Budget Advisory Group review from October-December 2017

Date considered by Overview & Scrutiny Commission:

5 Feb 2018

Decision Maker:

Cabinet

Intended Decision Date:

7 Feb 2018

Lead Officer Contact Information:

Contact Name: Karen Hayes, Head of Finance, Revenues and Benefits

Address: Town Hall, The Boulevard, Crawley, West Sussex RH10 1UZ

Email: karen.hayes@crawley.gov.uk

Related Documents (background papers)

External Links:

IRRECOVERABLE DEBTS 2017/18 (UNDER £50,000)

While the Council endeavours to collect all debts due to the Council, there will inevitably be some debts that remain irrecoverable. Individual debts of up to £50,000 can be written-off using delegated powers.

Type of Decision:

Key

Consultation Arrangements:

None.

Date considered by Overview & Scrutiny Commission: NA

Decision Maker:

Leader of the Council

Intended Decision Date:

8 Feb 2018

Lead Officer Contact Information:

Contact Name: Karen Hayes, Head of Finance, Revenues and Benefits

Address: Town Hall, The Boulevard, Crawley, West Sussex RH10 1UZ

Email: karen.hayes@crawley.gov.uk

Related Documents (background papers)

None

External Links:

DISTRICT HEAT NETWORK

To present the business case and seek funding approval to develop a town centre heat network.

Type of Decision:

Non-Key

Consultation Arrangements:

Internal Consultation Only.

Date considered by Overview & Scrutiny Commission:

19 March 2018

Decision Maker:

Cabinet

Intended Decision Date:

21 Mar 2018

Lead Officer Contact Information:

Contact Name: Nigel Sheehan, Head of Partnership Services

Address: Town Hall, The Boulevard, Crawley, West Sussex RH10 1UZ

Email: nigel.sheehan@crawley.gov.uk

Related Documents (background papers)

External Links:

THREE BRIDGES STATION IMPROVEMENT SCHEME

Approving the Three Bridges Station Improvement Scheme

Type of Decision:

Key

Notice of Intention to Conduct Business in Private:

There is a Notice requesting that this item will be considered in Part B Business (Fully exempt) due to the following exemption paragraphs:

Not for Publication – by virtue of Paragraph(s) 3 of Part 1 of Schedule 12A to the Local Government Act, 1972 (as amended)

Consultation Arrangements:

Public consultation will be undertaken throughout the process

Date considered by Overview & Scrutiny Commission:

Decision Maker:

Cabinet

Intended Decision Date:

21 Mar 2018

Lead Officer Contact Information:

Contact Name: Clem Smith, Head of Economic & Environmental Services

Address: Town Hall, The Boulevard, Crawley, West Sussex RH10 1UZ

Email: clem.smith@crawley.gov.uk

Related Documents (background papers)

External Links:

CRAWLEY LEISURE MANAGEMENT CONTRACT

To approve the final contractual requirements for the Leisure Management Contract in order that the Final Tender documentation can be issued.

Type of Decision:

Key

Notice of Intention to Conduct Business in Private:

There is a Notice requesting that this item will be considered in Part B Business (Fully exempt) due to the following exemption paragraphs:

Not for Publication – by virtue of Paragraph(s) 3,5 of Part 1 of Schedule 12A to the Local Government Act, 1972 (as amended)

Consultation Arrangements: NA

Date considered by Overview & Scrutiny Commission:

Decision Maker:

Cabinet

Intended Decision Date:

21 Mar 2018

Lead Officer Contact Information:

Contact Name: Nigel Sheehan, Head of Partnership Services

Address: Town Hall, The Boulevard, Crawley, West Sussex RH10 1UZ

Email: nigel.sheehan@crawley.gov.uk

Related Documents (background papers)

External Links:

CRAWLEY LEISURE MANAGEMENT CONTRACT AWARD

To approve the contract award of the Crawley Leisure Facilities Management Contract

Type of Decision:

Key

Notice of Intention to Conduct Business in Private:

There is a Notice requesting that this item will be considered in Part B Business (Fully exempt) due to the following exemption paragraphs:

Not for Publication – by virtue of Paragraph(s) 3,5 of Part 1 of Schedule 12A to the Local Government Act, 1972 (as amended)

Consultation Arrangements: NA

Date considered by Overview & Scrutiny Commission:

Decision Maker:

Cabinet

Intended Decision Date:

27 Jun 2018

Lead Officer Contact Information:

Contact Name: Nigel Sheehan, Head of Partnership Services

Address: Town Hall, The Boulevard, Crawley, West Sussex RH10 1UZ

Email: nigel.sheehan@crawley.gov.uk

Related Documents (background papers)

External Links:

Forthcoming Decisions

Title	Status	Decision due
Shared Procurement Future Delivery Model	For Determination	10/01/2018
Disabled Facilities Grant (DFG) Policy *	For Determination	10/01/2018
Improvement and Efficiency Social Enterprise (iESE)	For Determination	10/01/2018
Manor Royal Business Improvement District (BID) Renewal 2018-2023	For Determination	10/01/2018
Setting the rent for Council Properties within the Housing Revenue Account	For Determination	17/01/2018
Allocating Monies Collected Through Community Infrastructure Levy - Update	For Determination	07/02/2018
Treasury Management Strategy 2018-19 *	For Determination	07/02/2018
Irrecoverable Debts 2017/18 (Over £50,000)	For Determination	07/02/2018
Quarterly Monitoring 2017/18 Quarter 3	For Determination	07/02/2018
Future Delivery of Crawley's Building Control Service *	For Determination	07/02/2018
Irrecoverable Debts 2017/18 (under £50,000)	For Determination	08/02/2018
Budget & Council Tax 2018/2019 *	For Determination	21/02/2018
Three Bridges Station Improvement Scheme	For Determination	21/03/2018
Crawley Leisure Management Contract	For Determination	21/03/2018
District Heat Network *	For Determination	21/03/2018
Crawley Leisure Management Contract Award	For Determination	27/06/2018
S106 Monies for Site of Former Ifield Community College, Lady Margaret Road, Ifield (Highway Works)	For Determination	Not before 05/01/2018
Calculation of Council Tax Base – for the Purposes of Setting the Level of Council Tax for the Year 2018/19	For Determination	Not before 01/12/2017
Calculation Of The Non-Domestic Rates Income For The Year 2018/2019	For Determination	Not before 01/12/2017

* These reports have been referred to the Overview and Scrutiny Commission