

Forward Plan January 2019

List of forthcoming Decisions is on the last page

TREASURY MANAGEMENT MID YEAR REVIEW 2018-2019

This report provides an update on the Council's Treasury Management Strategy for 2018-2019

Type of Decision:

Key

Consultation Arrangements:

Internal consultation only

Date considered by Overview & Scrutiny Commission:

19 Nov 2018

Decision Maker:

Cabinet

Intended Decision Date:

21 Nov 2018

Lead Officer Contact Information:

Contact Name: Karen Hayes, Head of Corporate Finance

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

Email: karen.hayes@ Crawley.gov.uk

Related Documents (background papers)

External Links:



Switchboard: 01293 438000
Main fax: 01293 511803
Minicom: 01293 405202 DX:
57139 Crawley 1
www.crawley.gov.uk

Town Hall
The Boulevard
Crawley
West Sussex
RH10 1UZ

QUARTERLY MONITORING 2018/19 Q2

The report will set out a summary of the council's actual revenue and capital spending for the quarter to September 2018 together with the main variations from the approved spending levels and impact on future budgets.

Type of Decision:

Key

Consultation Arrangements:

Internal consultation only

Background Papers -
Budget and Council Tax 2018/19
Budget Strategy 2019/20 - 2023/24
Financial Outturn 2017-2018

Date considered by Overview & Scrutiny Commission:

Decision Maker:

Cabinet

Intended Decision Date:

21 Nov 2018

Lead Officer Contact Information:

Contact Name: Karen Hayes, Head of Corporate Finance

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

Email: karen.hayes@crawley.gov.uk

Related Documents (background papers)

External Links:

ABANDONED TROLLEYS

Resolution to apply abandoned trolley provisions of section 99 and Schedule 4 of the Environmental Protection Act 1990 (as amended) to the whole of the Borough. The provisions allow for the lawful seizure, detention, disposal and recovery of costs in relation to abandoned trolleys.

Type of Decision:

Key

Consultation Arrangements:

Six week consultation to be carried out with public and interested parties.
Provisional date for consultation to commence: 3 August 2018.

Date considered by Overview & Scrutiny Commission:

19 Nov 2018

Decision Maker:

Cabinet

Intended Decision Date:

21 Nov 2018

Lead Officer Contact Information:

Contact Name: David Monk, Senior Environmental Health Practitioner

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

Email: david.monk@crawley.gov.uk

Related Documents (background papers)

External Links:

LOCAL LIST OF PLANNING REQUIREMENTS REVIEW

Approval sought for updated Local List of Planning Requirements (i.e. documents required before an application can be registered), and for delegation of authority to make minor changes to the List.

Type of Decision:

Key

Consultation Arrangements:

The updated List will be subject to public consultation in advance of being proposed for adoption. Consultation to be authorized by the relevant Head of Service.

Date considered by Overview & Scrutiny Commission:

Decision Maker:

Cabinet

Intended Decision Date:

21 Nov 2018

Lead Officer Contact Information:

Contact Name: Ian Warren, Senior Planning Officer

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

Email: ian.warren@crawley.gov.uk

Related Documents (background papers)

External Links:

PUBLIC SPACE PROTECTION ORDER - CAR CRUISING

For decision on introducing a Public Space Protection Order to prohibit car cruise activity and associated vehicle related nuisance in the borough of Crawley.

Type of Decision:

Key

Consultation Arrangements:

Before introducing a PSPO there are requirements regarding consultation, publicity and notification. This includes consultation with the local chief officer of police, police and crime commissioner, owners and occupiers of affected land, and appropriate community representatives.

Date considered by Overview & Scrutiny Commission:

19 Nov 2018

Decision Maker:

Cabinet

Intended Decision Date:

21 Nov 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:

STATION GATEWAY PROGRAMME UPDATE

The report will provide a progress update on the Station Gateway Programme

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:

Date considered by Overview & Scrutiny Commission:

19 Nov 2018

Decision Maker:

Cabinet

Intended Decision Date:

21 Nov 2018

Lead Officer Contact Information:

Contact Name: Patricia Salami, Station Programme Manager

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

Email: Patricia.salami@crawley.gov.uk

Related Documents (background papers)

External Links:

CIVIL ENGINEERING & HARD LANDSCAPING MINOR WORKS FRAMEWORK CONTRACT

The Civil Engineering and Hard Landscaping Minor Works Framework contract covers Civils and Hard Landscaping Minor Works. The Major Projects and Commercial Services department within Crawley Borough Council wishes to appoint a single Contractor to undertake these works throughout the Borough. The duration of the Contract shall be for an initial period of 3 years from 2nd January 2019 until 1st January 2022. The option shall also exist to extend the Contract for up to 2 years, subject to satisfactory performance, up to a maximum contract term of five years to 1st January 2024.

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:

Date considered by Overview & Scrutiny Commission:

Decision Maker:

Cabinet

Intended Decision Date:

21 Nov 2018

Lead Officer Contact Information:

Contact Name: Segun Oke, Contracts Manager

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

Email: segun.oke@crawley.gov.uk

Related Documents (background papers)

External Links:

CALCULATION OF COUNCIL TAX BASE - FOR THE PURPOSES OF SETTING THE LEVEL OF COUNCIL TAX FOR THE YEAR 2019/20

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:

Background Papers -

Valuation list supplied by the Government Valuation Office.

Relevant statutory provisions governing the setting of the Council Tax base.

Date considered by Overview & Scrutiny Commission:

Decision Maker:

Leader of the Council

Intended Decision Date:

Not before 1st Dec 2018

Lead Officer Contact Information:

Contact Name: Karen Hayes, Head of Corporate Finance

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

Email: karen.hayes@crawley.gov.uk

Related Documents (background papers)

External Links:

CALCULATION OF THE NON-DOMESTIC RATES INCOME FOR THE YEAR 2019/20

The method of calculation is prescribed by statute. The briefing paper will show the calculation of 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:

Date considered by Overview & Scrutiny Commission:

Decision Maker:

Leader of the Council

Intended Decision Date:

Not before 1st Jan 2019

Lead Officer Contact Information:

Contact Name: Karen Hayes, Head of Corporate Finance

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

Email: karen.hayes@crawley.gov.uk

Related Documents (background papers)

External Links:

BUDGET AND COUNCIL TAX 2019-2020

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 - 31 March). During 2018-2019 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 2019-2020 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 2018.

Background Papers -
Budget Strategy Mid Year Review Government Grants
Precepts from West Sussex County Council and the Sussex Police & Crime Commission

Date considered by Overview & Scrutiny Commission:

4 Feb 2019

Decision Maker:

Cabinet

Full Council

Intended Decision Date:

6 Feb 2019

27 Feb 2019

Lead Officer Contact Information:

Contact Name: Karen Hayes, Head of Corporate Finance

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 2019/2020

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.

Background Papers -
Treasury Management Strategy 2018-2019
Treasury Management Mid-Year Review 2018/2019

Date considered by Overview & Scrutiny Commission:

4 Feb 2019

Decision Maker:

Cabinet

Intended Decision Date:

6 Feb 2019

Lead Officer Contact Information:

Contact Name: Karen Hayes, Head of Corporate Finance

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

Email: karen.hayes@crawley.gov.uk

Related Documents (background papers)

External Links:

STATEMENT OF LICENSING POLICY 2019 - 2024 LICENSING ACT 2003

Crawley Borough Council is obliged to provide a Licensing Policy, under the Licensing Act 2003, for liquor, late night refreshment and regulated entertainment. The legislation requires the policy to be updated every 5 years.

Type of Decision:

Key

Consultation Arrangements:

All stake holders and elected members as not ward specific

Date considered by Overview & Scrutiny Commission:

4 Feb 2019

Decision Maker:

Cabinet

Full Council

Intended Decision Date:

6 Feb 2019

27 Feb 2019

Lead Officer Contact Information:

Contact Name: Tony Baldock, Environmental Health Manager

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

Email: tony.baldock@crawley.gov.uk

Related Documents (background papers)

External Links:

ALLOCATING MONIES COLLECTED THROUGH COMMUNITY INFRASTRUCTURE LEVY – INFRASTRUCTURE BUSINESS PLAN 2019/20

The purpose of this report is to seek Cabinet approval for the Community Infrastructure Levy Infrastructure Business Plan 2019/20.

Type of Decision:

Key

Consultation Arrangements:

Date considered by Overview & Scrutiny Commission:

4 Feb 2019

Decision Maker:

Cabinet

Intended Decision Date:

6 Feb 2019

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:

CAPITAL STRATEGY 2019/2020

In order to demonstrate that the Council takes capital expenditure and investment decisions in line with service objectives and properly takes account of stewardship, value for money, prudence, sustainability and affordability, the Council should have in place a capital strategy that sets out the long-term context in which capital expenditure and investment decisions are made and gives due consideration to both risk and reward and impact on the achievement of priority outcomes. The capital strategy should form a part of the Council's integrated revenue, capital and balance sheet planning.

Type of Decision:

Key

Consultation Arrangements:

Internal consultation only.

Date considered by Overview & Scrutiny Commission:

Decision Maker:

Cabinet

Intended Decision Date:

6 Feb 2019

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:

QUARTERLY MONITORING 2018/19 Q3

The report will set out a summary of the council's actual revenue and capital spending for the quarter to December 2018 together with the main variations from the approved spending levels and impact on future budgets.

Type of Decision:

Key

Consultation Arrangements:

Internal consultation only.

Background Papers -
Budget and Council Tax 2018/19
Budget Strategy 2019/20 - 2022/23
Financial Outturn 2017-2018

Date considered by Overview & Scrutiny Commission:

Decision Maker:

Cabinet

Intended Decision Date:

6 Feb 2019

Lead Officer Contact Information:

Contact Name: Karen Hayes, Head of Corporate Finance

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

Email: karen.hayes@crawley.gov.uk

Related Documents (background papers)

External Links:

EMPLOYMENT AND SKILLS PLAN UPDATE

The Employment & Skills Plan (E&SP) was first published in February 2016 and significant progress has been made since then in terms of programme delivery. This report will present a summary of that progress and seek approval of a revised, updated version of the E&SP.

Type of Decision:

Key

Consultation Arrangements:

A comprehensive programme of internal and external stakeholder consultation was undertaken during the development of the original E&S Plan and this has continued throughout its delivery and during the update process.

Date considered by Overview & Scrutiny Commission:

Decision Maker:

Cabinet

Intended Decision Date:

6 Feb 2019

Lead Officer Contact Information:

Contact Name: Stass Kolakovic, Employment and Skills Coordinator

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

Email: stass.kolakovic@crawley.gov.uk

Related Documents (background papers)

External Links:

SOCIAL MOBILITY SCRUTINY PANEL FINAL REPORT

The Social Mobility Scrutiny Panel was established to “investigate the state of social mobility within the borough and practical steps which can be taken to ensure that a child’s outcomes are no longer capped “by those of their parents”.

Its purpose was to analyse, review and understand a local (and national) perspective on the extent of the problem, together with the main challenges in delivering greater social mobility and practical steps which can be taken by Crawley Borough Council and other organisations to improve the life chances of those growing up in Crawley

The report documents the Panel’s findings together with any developing outcomes within the Council which may assist in steering or influencing service priorities, whilst also reviewing any partnership working and identifying any improvements.

Type of Decision:

Key

Consultation Arrangements:

Date considered by Overview & Scrutiny Commission:

4 Feb 2019

Decision Maker:

Cabinet

Intended Decision Date:

6 Feb 2019

Lead Officer Contact Information:

Contact Name: Chris Harris, Head of Community Services

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

Email: christian.harris@crawley.gov.uk

Related Documents (background papers)

External Links:

THREE BRIDGES STATION IMPROVEMENT FINAL DESIGN

The scheme seeks to improve access to and exit from the station. The report will provide details of the final design and associated details.

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 - September / October

Date considered by Overview & Scrutiny Commission:

4 Feb 2019

Decision Maker:

Cabinet

Intended Decision Date:

6 Feb 2019

Lead Officer Contact Information:

Contact Name: Patricia Salami, Station Programme Manager

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

Email: Patricia.salami@crawley.gov.uk

Related Documents (background papers)

External Links:

IRRECOVERABLE DEBTS 2018/2019 (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 2018/2019 of over £50,000 and also provide a summary of debts written off using delegated authority.

Type of Decision:

Key

Consultation Arrangements:

Date considered by Overview & Scrutiny Commission:

Decision Maker:

Cabinet

Intended Decision Date:

13 Mar 2019

Lead Officer Contact Information:

Contact Name: Karen Hayes, Head of Corporate Finance

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

Email: karen.hayes@crawley.gov.uk

Related Documents (background papers)

External Links:

IRRECOVERABLE DEBTS 2018/2019 (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 up using delegated powers.

Type of Decision:

Key

Consultation Arrangements:

Date considered by Overview & Scrutiny Commission:

Decision Maker:

Leader of the Council

Intended Decision Date:

13 Mar 2019

Lead Officer Contact Information:

Contact Name: Karen Hayes, Head of Corporate Finance

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

Email: karen.hayes@crawley.gov.uk

Related Documents (background papers)

External Links:

Forthcoming Decisions

Those highlighted items have already been referred to the Overview & Scrutiny Commission

Title	Notice published	Decision due
Local List of Planning Requirements Review	16/07/2018	21/11/2018
Abandoned trolleys	04/07/2018	21/11/2018
Treasury Management Mid-Year Review 2018-2019	14/02/2018	21/11/2018
Quarterly Monitoring 2018/19 Q2	14/02/2018	21/11/2018
Station Gateway Programme Update	01/10/2018	21/11/2018
Civil Engineering & Hard Landscaping Minor Works Framework Contract	15/10/2018	21/11/2018
Public Space Protection Order - Car Cruising	22/06/2018	12/12/2018
Allocating Monies Collected Through Community Infrastructure Levy – Infrastructure Business Plan 2019/20	06/09/2018	06/02/2019
Three Bridges Station Improvement Final Design	10/04/2018	06/02/2019
Capital Strategy 2019/2020	08/11/2018	06/02/2019
Quarterly Monitoring 2018/19 Q3	14/02/2018	06/02/2019
Social Mobility Scrutiny Panel	05/10/2018	06/02/2019
Employment and Skills Plan Update	01/10/2018	06/02/2019
Treasury Management Strategy 2019/2020	14/02/2018	06/02/2019
Statement of Licensing Policy 2019 - 2024 Licensing Act 2003	14/08/2018	27/02/2019
Budget and Council Tax 2019-2020	14/02/2018	27/02/2019
Irrecoverable Debts 2018/2019 (Over £50,000)	14/02/2018	13/03/2019
Irrecoverable Debts 2018/2019 (Under £50,000)	14/02/2018	13/03/2019
Calculation of the Non-Domestic Rates income for the year 2019/20	14/02/2018	Not before 01/01/2019
Calculation of Council Tax Base - for the purposes of setting the level of Council Tax for the year 2019/20	14/02/2018	Not before 01/12/2018