

## Crawley Borough Council

### Minutes of Full Council

Friday, 27 May 2022 at 7.30 pm

#### Present:

Ms M Flack (Deputy Mayor)

#### Councillors

Z Ali, M L Ayling, A Belben, T G Belben, J Bounds, S Buck, B J Burgess, R D Burrett, D Crow, J Hart, H Hellier, I T Irvine, K L Jaggard, G S Jhans, K Khan, Y Khan, M G Jones, P K Lamb, R A Lanzer, T Lunnon, S Malik, K McCarthy, J Millar-Smith, M Morris, C J Mullins, S Mullins, M Mwagale, A Nawaz, D M Peck, A Pendlington, S Piggott, S Pritchard, S Raja, T Rana and S Sivarajah

#### Also in Attendance:

Mr Peter Nicolson and Mr Russell Brown

#### Officers Present:

Natalie Brahma-Pearl	Chief Executive
Siraj Choudhury	Head of Governance, People & Performance
Ian Duke	Deputy Chief Executive
Heather Girling	Democratic Services Officer
Chris Pedlow	Democracy & Data Manager
Hayley Thorne	Mayor & Members PA

#### 1. Disclosures of Interest

There were no declaration of interest received.

#### 2. Election of the Mayor for 2022-2023

Before calling for nominations for the election of the new Mayor, the outgoing Deputy Mayor welcomed newly elected Councillors Jilly Hart, Hazel Hellier, Yasmin Khan, Steve Pritchard, Tahira Rana and Sharmila Sivarajah to the Council and took the opportunity to make a short speech to the Council about her (deputy) Mayoral year, thanking those that had supported her and summarising her tenure during the unusual time during the pandemic and acknowledging the sense of community spirit in Crawley.

It was then proposed by Councillor Buck, seconded by Councillor Rana, that Councillor Hart be appointed as Mayor for the forthcoming year. A vote was taken.

**RESOLVED**

That Councillor Jilly Hart be elected as Mayor for the Council year 2022/2023. The newly elected Mayor was invested with the Mayoral Chain, made the statutory Declaration of Acceptance of Office.

Councillor Lamb and Councillor Crow respectively, welcomed the new Mayor on behalf of the Council. In response to the congratulations, the new Mayor, Councillor Hart made a speech conveying the honour to be elected Mayor of Crawley. She also announced that her children, would be her Consorts for her year in office. She also announced that her Mayoral charity would be the Olive Tree Cancer Support Centre.

#### Councillor Hart's Speech

*'I would like to start by saying a big thank you to the residents of Ifield for putting their faith in me to serve as their Councillor. I would also like to thank my family and friends and the Labour party and my fellow Councillors for their unfailing support before, during and after the elections – you know who you are!*

*I first moved to Ifield when I was 18 months old and attended the local junior and secondary schools. I have seen Crawley grow and evolve into the town that is today – a town I am very proud of.*

*My Consorts for the coming year will be my children, Dee and Roy. My charity this year will be the Olive Tree Cancer Support Centre situated at Crawley Hospital. They offer all kinds of support for people diagnosed with cancer, receiving treatment for cancer or recovering from cancer.*

*Once again thank you for putting your trust in me as I take on this honour of being the Mayor of Crawley for the next year.'*

### **3. Election of the Deputy Mayor 2022-2023**

It was proposed by Councillor K Khan, seconded by Councillor Nawaz, that Councillor Rana be appointed as Deputy Mayor, whilst Councillor Millar-Smith, seconded by Councillor Burrett, proposed the appointment of Councillor Mwangale. Councillor Crow requested a recorded vote, which was seconded.

For Councillor Rana:

Ayling, Buck, Hart, Irvine, Jhans, Nawaz, Jones, K Khan, Y Khan, Lamb, Lunnon, Malik, C Mullins, S Mullins, Nawaz, Raja, Rana, Sivarajah, (18)

For Councillor Mwangale:

Ali, A Belben, T Belben, Bounds, B J Burgess, Burrett, Crow, Hellier, Jaggard, Lanzer, McCarthy, Millar-Smith, Morris, Mwangale, Peck, Pendlington, Piggott (17)

Abstentions: (0)

#### **RESOLVED**

That Councillor Tahira Rana be elected as Deputy Mayor for the Council year 2022/2023.

The newly elected Deputy Mayor was then invested with the badge of office and signed her declaration of office.

#### **4. Extend a vote of thanks to the out going Mayoralty.**

The Mayor presented the Councillor Malik and former Councillor Flack with commemorative badges to observe their time in office. Councillors Lamb, C Mullins, Crow and Irvine conveyed their thanks to Councillor Shahzad Malik and former Councillor Morgan Flack and words of appreciation on the outgoing Mayoralty.

#### **5. Minutes**

The minutes of the meeting of the Full Council held on 30 March 2022 were approved as a correct record and signed by the Mayor.

#### **6. Communications**

Election of Youth Mayor And Youth Deputy Mayor 2022-23, had been deterred until the next Full Council meeting on the 20 July 2022. The reason for the delay was that the Youth Council were still in the process of confirming their nominations for the position of Youth Mayor and Youth Deputy Mayor.

Crawley's City Bid –

Unfortunately the town's bid for city status was unsuccessful. However, the bidding process had provided an opportunity to celebrate and promote Crawley as wonderful town and to rebuild its optimism and pride after experiencing the worst economic impacts of the pandemic. The city bid document was an excellent record of how Crawley New Town had developed over the last 75 years as it was an opportunity to celebrate the towns 75th Birthday this year.

Queen's Platinum Jubilee -

The forthcoming Queen's Platinum Jubilee weekend provided lots of opportunities for events and street parties across Crawley for celebrating from 2-5 June 2022. These included amongst others: the Jubilee Beacon lighting in Tilgate, the Platinum Jubilee in the High Street, Big Jubilee Lunch and Crawley Armed Forces Day in Memorial Gardens and the Queen's Platinum Jubilee exhibition at the Crawley Museum. Related to the platinum jubilee, an ancient Hawthorn Tree in Tilgate had been chosen as one of 70 trees nationally as part of the Platinum Jubilee Queen's Green Canopy.

#### **7. Results of Elections 2022 - 2023**

The Council received the Returning Officer's report, on the results of the 2022 Borough Election, held on 5 May 2022.

#### **8. Election of Leader of the Council and announcement of the Cabinet**

It was proposed by Councillor Lamb, seconded by Councillor K Khan, that Councillor Michael Jones be appointed as Leader of the Council.

## RESOLVED

That Councillor Jones be elected as the Leader of the Council for a four-year term of office or until such time as their term of office (as a councillor) expires. Councillor Jones then took the opportunity to thank Councillor Lamb as for his service as Leader and welcomed the forthcoming opportunities.

Following his election as Leader of the Council, Councillor Jones announced his Cabinet and the related Portfolio Holder responsibilities to the Council along with the Terms of Reference and Appointments for the Cabinet Advisory and Working Groups as set out in report [LDS/180](#). It was noted that there were key changes to the Cabinet:

	Councillor
Leader of the Council	Michael Jones
Deputy Leader and Wellbeing	Chris Mullins
Housing	Sandra Buck
Environmental Services and Sustainability	Gurinder Jhans
Resources	Shahzad Malik
Public Protection and Community Engagement	Sue Mullins
Planning and Economic Development	Atif Nawaz

### 9. **Review of Political Proportionality, Constitution of Committees and Appointments to Outside Organisations 2022- 2023**

The Full Council considered the [report](#) of the Head of Legal, Democracy and HR, [LDS/180](#) and [LDS/180a](#), which detailed the review of the representation of different Political Groups on the Council and to determine the size and membership of the Council's Committees, Outside Bodies and Cabinet's Advisory and Working Groups and Member Development Executive Support Group for the municipal year 2022/2023 in accordance with the requirements of the Local Government and Housing Act 1989 and associated Regulations. The report also detailed that the allocation of Chairs and Vice Chairs of those Committees. It was noted that the report contained a link to the latest version of the Constitution for Councillors' ratification.

The Mayor stated for the nominations for Council Appointed Outside Bodies positions where there are contested position, there would be individual votes on these appointments, once the non-contested items had been approved.

The Mayor called for a vote on the membership and nominations and the adoption of the Constitution (subject to any changes arising from this Full Council meeting being included prior to publication) which was carried unanimously.

## RESOLVED

That the Full Council approves

1. the appointments and size of the Council's Committees (taking into account political proportionality) for the municipal year 2022/2023, along with the Chairs and Vice Chairs as for those Committees, the appointments for the non-contested Outside Bodies and Organisations for the municipal year 2022/2023 and the appointments and size of Cabinet's Advisory and Working Groups and Member Development Executive Support Group 2022/ 2023.

2. for publication the latest draft version of the Council's Constitution, subject to any changes arising from this Full Council meeting being included prior to publication.

### **Contested Votes – Outside Bodies**

The Full Council then considered the appointments for the contested Outside Bodies and Organisations for the municipal year 2022/2023, where there were more nominations than places available. The Council determined who should be appointed by voting as follows:-

*Court of the University of Sussex.* There were two nominations for one place.

It was moved by Councillor Jones seconded by Councillor C Mullins, that Councillor Y Khan be the Council's appointment for the Court of the University of Sussex. Whilst Councillor Crow moved, seconded by Councillor McCarthy that Councillor Burrett be the Council appointment.

A vote was taken and Councillor Y Khan was appointed.

### **RESOLVED**

That the Council approves the appointments to the Outside Bodies and Organisations, as listed in the individual votes above, and these be included within the Council's Appointments detailed within the Appendix A to these minutes.

### **Closure of Meeting**

With the business of the Full Council concluded, the Chair declared the meeting closed at 8.28 pm

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**Committee Memberships and Chairs/Vice Chairs  
2022/23**

<b>Audit Committee (5 councillors 3:2)</b>	
<i>Not more than 1 member shall be a Cabinet member and that Councillor shall not chair the Committee.</i>	
M Ayling T Rana (Vice Chair) Y Khan	T Belben J Millar-Smith (Chair)

<b>Governance Committee (11 councillors 6:5)</b>	
M Jones G Jhans P Lamb (Chair) T Lunnon S Pritchard Y Khan	R Burrett D Crow J Bounds (vice-chair) R Lanzer K McCarthy

<b>Licensing Committee (15 councillors 7:7:1)</b>	
1) <i>Between 10 and 15 members (a quorum of 10 when dealing with matters under the Licensing Act 2003).</i>	
2) <i>This Committee includes Sub-Committee daytime meetings responsibilities.</i>	
M Ayling S Buck J Hart I Irvine (Chair) M Jones C Mullins A Nawaz	K Jaggard Z Ali (Vice-Chair) J Bounds B J Burgess K McCarthy M Morris D Peck

<b>Planning Committee (11 councillors 6:5)</b>	
S Sivarajah S Malik S Mullins S Raja S Pritchard Y Khan (Vice-chair)	R Burrett (Chair) Z Ali A Belben K Jaggard M Mwagale

**Overview and Scrutiny Commission  
(11 councillors 6:5)**

*Where there is more than 1 political group on the Council, either the position of Chair or Vice Chair of the Overview and Scrutiny Commission will go to a member nominated by an opposition group.*

M Ayling

I Irvine

K Khan (Vice Chair)

T Rana

S Pritchard

S Sivarajah

T Belben (Chair)

H Hellier

R Lanzer

A Pendlington

S Piggott

**Council-owned Neighbourhood Parades Scrutiny Panel  
(6 councillors 3:3)**

M Ayling

K Khan

T Rana

R Lanzer (Chair)

M Mwangale

D Peck



<b>Employment Panel</b> <i>(From a pool of councillors)</i>	
<p>1) <i>As far as possible, a politically balanced panel of between 3 and 7 councillors will be drawn from the following membership.</i></p> <p>2) <i>Political groups may add further names to the pool if they so wish.</i></p> <p>3) <i>At least one opposition Councillor is required on an Employment Panel when it meets.</i></p> <p>4) <i>The quorum and the size of the Employment Panel varies depending on the cases it is dealing with. See Constitution Part 1 Section 5 Employment Panel for exact details.</i></p>	
M Ayling S Buck J Hart I Irvine G Jhans M Jones K Khan Y Khan P Lamb T Lunnon S Malik C Mullins S Mullins A Nawaz S Pritchard S Raja T Rana S Sivarajah	T Belben B J Burgess H Hellier R Burrett D Crow K Jaggard R Lanzer K McCarthy J Millar-Smith A Pendlington S Piggott

<b>Grants Appeals Panel</b> <i>(From a pool of councillors)</i>	
<p>1) <i>As far as possible, a politically balanced panel of 5 councillors will be drawn from the following membership.</i></p> <p>2) <i>Not to include any Cabinet members involved in the decision on the grant application(s).</i></p> <p>3) <i>Political groups may add further names to the pool if they so wish.</i></p>	
M Ayling S Buck J Hart I Irvine G Jhans M Jones K Khan Y Khan P Lamb T Lunnon S Malik C Mullins S Mullins A Nawaz S Pritchard S Raja T Rana S Sivarajah	A Belben T Belben J Bounds R Burrett J Millar-Smith M Morris M Mwagale D Peck D Crow

## Appointments to Full Council Outside Organisations

Organisation	Appointments 2022/23
Age UK – West Sussex Trustee Board  <i>One seat</i>	<i>Cabinet Member for Wellbeing</i>
Courage Dyer Recreational Trust  <i>No appointment in 2022</i>	Brenda Smith (May 2019 to May 2023) Michael Jones (May 2021- May 2025) Sue Mullins (May 2021- May 2025)  Cllr Malik - appointed automatically ex-officio as Mayor.  <i>- 4 year appointments only</i> <i>- Once appointed, not required to remain a Councillor</i> <i>- Only 4 nominations in total.</i>
Crawley Arts Council (CAC)  <i>Two seats One representative per Group</i>	S Sivarajah B Burgess
Crawley Ethnic Minority Partnership (CEMP) Board  <i>One seat</i>	Y Khan
Crawley Community Action  <i>Two seats One representative per Group</i>	Y Khan B Burgess
Crawley Museum Society  <i>Two seats One representative per Group</i>	S Pritchard A Pendlington
Crawley Open House Management Committee  <i>Two seats One representative per Group</i>	S Buck J Millar-Smith  (Plus officer from Housing and Planning Strategic Services).
Crawley Town Twinning Association (CTTA)	T Rana S Piggott
Gatwick Airport Community Trust (GACT)  <i>One representative for 4 year appointment.</i>	A Nawaz (May 2021-May 2025).

<p>Relate - North &amp; South West Sussex Trustee Board</p> <p><i>Two seats One representative per Group</i></p>	<p>S Mullins M Mwangale</p>
<p>Court of the University of Sussex</p> <p><i>One representative.</i></p>	<p>Y Khan</p>
<p>West Sussex Joint Scrutiny Steering Group*</p> <p><i>*Subject to confirmation at the next meeting of the Overview and Scrutiny Commission</i></p>	<p>T Belben as the Nomination for Chair of the Overview and Scrutiny Commission</p>
<p>West Sussex Health and Adult Social Care Select Committee*</p> <p><i>*Subject to confirmation at the next meeting of the Overview and Scrutiny Commission</i></p>	<p><i>Must be a member of the OSC.</i></p>
<p>West Sussex Mediation Service Management Committee</p> <p><i>Two seats per One representative per Group &amp; Two Deputies one per Group</i></p>	<p>S Pritchard J Millar-Smith</p> <p>I Irvine (Deputy) H Hellier (Deputy)</p>

## The Leader of the Council and the Cabinet

	Councillor
Leader of the Council	Michael Jones
Deputy Leader and Wellbeing	Chris Mullins
Housing	Sandra Buck
Environmental Services and Sustainability	Gurinder Jhans
Resources	Shahzad Malik
Public Protection and Community Engagement	Sue Mullins
Planning and Economic Development	Atif Nawaz

### Terms of Reference and Appointments for Advisory and Working Groups and Member Development Executive Support Group (Executive Function)

#### Notes

- 1) Lead officers appointed to each working group
- 2) To be chaired by the Cabinet member who holds the area of responsibility
- 3) Administration to be undertaken by each individual service department.

Working Groups & Terms of Reference	2022/23
<p><b>Economic Regeneration Working Group (ERWG)</b></p> <p>1. To receive and consider updates on economic regeneration initiatives and actions across the borough, including delivery of the Crawley Growth Programme, Town Centre Regeneration programme, Employment &amp; Skills Programme, the delivery of individual economic regeneration schemes and partnership activities within the Manor Royal Business District.</p> <p>2. To receive and consider reports on economic regeneration activities in Crawley and to make recommendations, as necessary, to the Cabinet on the:-</p> <ul style="list-style-type: none"> <li>• proposals to regenerate sites identified in the Local Plan, the Town Centre Supplementary Planning Document and the Manor Royal Supplementary Planning Document &amp; Design Guide</li> <li>• identification and promotion of other economic regeneration opportunities to enhance the physical appearance and social, economic and educational attributes</li> <li>• communications with all interested parties to maintain confidence in the wider economic regeneration of Crawley.</li> </ul> <p><i>Lead officer = Clem Smith</i></p>	<p><i>11 members (5:5:1)</i></p> <p>G Jhans K Khan Y Khan T Lunnon A Nawaz</p> <p>R Burrett D Crow R Lanzer J Millar-Smith H Helier</p>

<p><b>Local Plan Working Group (LPWG)</b></p> <p>To consider and provide guidance on the process for reviewing the Local Plan and support the Local Plan Review to examination, if/when this is progressed.</p> <p><i>Lead officer = Clem Smith</i></p>	<p><i>9 members (5:4)</i></p> <p>I Irvine, T Lunnon, S Mullins, S Raja, A Nawaz</p> <p>Z Ali A Belben R Burrett D Crow</p>
<p><b>Member Development Executive Support Group (MDESG)</b></p> <ol style="list-style-type: none"> <li>1. To provide all-party support for a coordinated approach to member development and training across the Council.</li> <li>2. To identify individual and Group training needs and to prioritise them accordingly.</li> <li>3. To develop, monitor and evaluate all member development activities.</li> <li>4. To promote learning and development opportunities amongst all members of the Council, encouraging the highest level of participation by members to organised training and development events.</li> <li>5. To ensure that a comprehensive induction programme is made available to all newly elected Councillors.</li> </ol> <p><i>Lead officer = Siraj Choudhury</i></p>	<p><i>4 members (2:2)</i></p> <p>M Jones, S Pritchard</p> <p>D Crow K McCarthy</p>
<p><b>Town Hall Project Members Working Group (THPMWG)</b></p> <p>To focus on the Town Hall development and primarily, although not exclusively, on the requirements for councillors' facilities and the civic areas of the new building.</p> <p><i>Co-Lead officers = Ian Duke and Nigel Sheehan</i></p>	<p><i>6 members (3:3)</i></p> <p>M Jones P Lamb C Mullins</p> <p>T Belben B J Burgess K McCarthy</p>
<p><b>Unsupervised Play Investment Programme Members Working Group (UPIPWG)</b></p> <ol style="list-style-type: none"> <li>1. To provide all-party support for a coordinated approach to investment in unsupervised play areas.</li> <li>2. To consider the short term reprioritisation of the remaining twelve play areas in the current programme, with the view to postponing and / or bringing other key sites forward.</li> </ol>	<p><i>6 members (3:3)</i></p> <p>M Ayling M Jones C Mullins</p> <p>K McCarthy A Pendlington M Mwangale</p>

<ol style="list-style-type: none"><li data-bbox="156 170 1011 273">3. To agree prioritisation criteria; apply the criteria to the current stock; and agree a new unsupervised play area investment programme.</li><li data-bbox="156 304 1034 371">4. To consider variations to the agreed programme in future years should circumstances require.</li></ol>	
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