

10 October 2023

Meetings of Council Committees are broadcast live through the [Mid Sussex District Council's YouTube channel](#). Limited space is available to observe proceedings in-person. Those wishing to do so must reserve a seat by completing a [Registration Form](#) by 4pm on the working day prior to the meeting.

Dear Councillor,

A meeting of **SCRUTINY COMMITTEE PLACE AND ENVIRONMENT** will be held in the **COUNCIL CHAMBER** at these offices on **WEDNESDAY, 18TH OCTOBER, 2023 at 7.00 pm** when your attendance is requested.

Yours sincerely,  
KATHRYN HALL  
Chief Executive

#### **A G E N D A**

	<b>Pages</b>
1. To note Substitutes in Accordance with Council Procedure Rule 4 - Substitutes at Meetings of Committees etc.	
2. To receive apologies for absence.	
3. To receive Declarations of Interests from Members in respect of any matter on the Agenda.	
4. To be agreed by general affirmation the Minutes of the previous meeting held on 28 June 2023.	<b>3 - 6</b>
5. To consider any items that the Chairman agrees to take as urgent business.	
6. Sustainable Economic Strategy - 1-Year Review.	<b>7 - 40</b>
7. Green Spaces Investment - Strategic Vision.	<b>41 - 50</b>
8. Scrutiny Committee Place and Environment Work Programme.	<b>51 - 56</b>

9. Questions pursuant to Council Procedure Rule 10.2 due notice of which has been given.

To: **Members of Scrutiny Committee Place and Environment:** Councillors J Belsey (Chairman), K Berggreen (Vice-Chair), M Avery, R Bates, J Edwards, J Henwood, J Hitchcock, T Hussain, A Peacock, A Rees, G Zeidler and S Hicks

**Minutes of a meeting of Scrutiny Committee Place and Environment  
held on Wednesday, 28th June, 2023  
from 7.00 - 7.38 pm**

**Present:** J Belsey (Chairman)  
K Berggreen (Vice-Chair)

M Avery	J Henwood	A Peacock
R Bates	J Hitchcock	A Rees
J Edwards	T Hussain	G Zeidler

**Absent:** Councillors

**Also Present:** Councillors S Ellis and R Clarke

**1 TO NOTE SUBSTITUTES IN ACCORDANCE WITH COUNCIL PROCEDURE  
RULE 4 -SUBSTITUTES AT MEETINGS OF COMMITTEES ETC.**

None.

**2 TO RECEIVE APOLOGIES FOR ABSENCE.**

None.

**3 TO RECEIVE DECLARATIONS OF INTERESTS FROM MEMBERS IN RESPECT  
OF ANY MATTER ON THE AGENDA.**

None.

**4 TO BE AGREED BY GENERAL AFFIRMATION THE MINUTES OF THE  
PREVIOUS MEETINGS OF THE SCRUTINY COMMITTEES HELD ON 15 AND 22  
MARCH, AND 24 MAY 2023.**

Kevin Toogood, Monitoring Officer confirmed the minutes of the meetings held on 15 March, 22 March and 24 May 2023 were a correct record. The Committee agreed the minutes and they were signed by the Chairman.

**5 TO CONSIDER ANY ITEMS THAT THE CHAIRMAN AGREES TO TAKE AS  
URGENT BUSINESS.**

None.

**6 DISTRICT PLAN REVIEW 2021 - 2039: UPDATE.**

Judy Holmes, Deputy Chief Executive introduced the report.

Members discussed the process to reach Regulation 18 stage, whether Members could observe the Working Group, and sought clarification on the objectives.

Kevin Toogood, Monitoring Officer confirmed that the Terms of Reference did not preclude Members observing the Working Group and a provision to that effect could be added to the terms if it was needed. It was confirmed that observing Members could not participate in the discussions of the Working Group.

The Deputy Chief Executive confirmed that the Terms of Reference for the Working Group included the review of any proposed amendments to housing and non-housing policies. In response to a Member's question, she confirmed it was best practice to undertake a second consultation with Town and Parish Councils after reviewing the representations received from the first consultation and any potential amendments to the draft Plan.

A member of the previous Working Group noted that the detailed work had been evidence based.

The Chairman highlighted that the Leader had requested the cross-party working group to give all parties a chance to represent their views.

As there were no further questions, the Chairman took Members to a vote on the recommendations. The recommendations were proposed by the Chairman and seconded by the Vice-Chairman; they were agreed unanimously.

## **RESOLVED**

The Scrutiny Committee for Place and Environment agreed to:

- (i) Establish a cross-party, politically balanced Members Working Group for the Regulation 19 Submission District Plan, and
- (ii) Agreed the Terms of Reference (Appendix 1) for this Members Working Group.

## **7 SCRUTINY COMMITTEE WORK PROGRAMME.**

Kevin Toogood, Monitoring Officer introduced the report noting that the functions of the Committee are set out in Article six of the Constitution. The report provided suggestions for best practice, and it was for the Committee to choose the themes for their work programme.

The Members discussed the themes in the report and suggested other topics: Burgess Hill Town Centre and Growth Program; Gatwick Airport Expansion; Leisure Policy, Leisure Centres and Playing Pitch Study; Provision of Public Conveniences; Parking Strategy; and the Parks Master Plan.

In response to a Member's concern regarding the time frame of reviewing important themes like Clair Hall, the Chairman advised the Committee could only scrutinise reports once any ongoing work had been completed.

Judy Holmes, Deputy Chief Executive advised it would be difficult for the Scrutiny Committee to influence national policy on planning enforcement as it is a prescribed process. She suggested this potential theme could be reviewed after any interested Members had attended training on planning enforcement.

The Cabinet Member for Sustainable Economy and Housing suggested the water companies should be included when the energy companies are invited to address the Committee.

The Leader of the Council reiterated the importance of the role of the scrutiny committee and time needed to be given to ensure work was complete before coming to scrutiny.

Then Chairman agreed to put forward the suggestions made and advised the Committee should focus on prioritised themes where they can add most value to the scrutiny process.

Louise Duffield, Director Resources and Organisational Development suggested the Members take a vote so the officers can formulate a work programme which would be brought back for further consideration at the next meeting of the Committee. She also confirmed that the committee could review its work programme at any meeting.

As there were no further comments, the Chairman took Members to a vote on the recommendations which set out the aspirations of the Scrutiny Committee for the work programme, noting the officers will provide a draft work programme to be considered at the next meeting. The amended recommendations were proposed by the Chairman and seconded by the Vice-Chairman, they were agreed with 10 in favour and 1 abstention.

## **RESOLVED**

The Scrutiny Committee:

- (a) Considered the potential scrutiny items suggested in the report and additional scrutiny items suggested by the Committee and;
- (b) Having regard to the principles set out in this report and the Council's constitution, set out aspirations for a work programme for the municipal year 2023/24 and beyond, details of which to be reviewed at the next meeting.

## **8 QUESTIONS PURSUANT TO COUNCIL PROCEDURE RULE 10.2 DUE NOTICE OF WHICH HAS BEEN GIVEN.**

None.

The meeting finished at 7.38 pm

Chairman

This page is intentionally left blank

## Sustainable Economy Strategy Progress Report

REPORT OF: DEPUTY CHIEF EXECUTIVE Judy Holmes  
Contact Officer: Sally Blomfield – Assistant Director Planning and Sustainable Economy  
[sally.blomfield@midsussex.gov.uk](mailto:sally.blomfield@midsussex.gov.uk)  
Lara Southam, Head of Regeneration and Sustainable Economy  
[lara.southam@midsussex.gov.uk](mailto:lara.southam@midsussex.gov.uk)  
Report to: Scrutiny Committee Place and Environment  
18 October 2023

---

### Purpose of Report

1. This report documents the progress that has been made in 2022-2023 delivering the 14 Objectives set out in the Council's Sustainable Economy Strategy and Action Plan 2022-2025.

### Recommendations

2. **Scrutiny Committee is asked to Endorse the progress made in delivering the objectives in the Sustainable Economy Strategy in the year 2022-2023.**

### Background

3. On 30 September 2020, the Council approved a revised Corporate Plan which outlined the Council's response to and early plans for recovery from the Covid19 pandemic. The Plan included a way forward for the continued delivery and evolution of the Council's Sustainability Strategy, and, in light of the impacts of the Covid19 pandemic, committed to revise and merge the Council's Sustainability and Economic Development Strategies with the aim of driving a Green Recovery for the District.
4. In April 2022 Mid Sussex District Council (MSDC) approved the Sustainable Economy Strategy (SES) and Action Plan. The Strategy combines the Council's ambitions for a thriving and growing economy with its commitment to sustainability. The Strategy seeks to ensure the impact on our environment and climate change from the actions and activities of the council and those living, working in and visiting the district are reduced.
5. The SES sets a clear vision for Mid Sussex "A vibrant District that is attractive, resilient and innovative that balances social well-being, environmental protection and sustainable economic growth". It focuses on three key themes: People, Places and Partnerships with 14 objectives and 52 actions to support delivery. Each objective is directly linked back to the relevant UN Sustainability Development Goals, which guided the development of the strategy.

### Summary of progress

6. Measuring progress is really important and therefore in establishing the SES each objective sets out:
  - (a) A series of "Measures of Success" by which we will track our progress of delivery.
  - (b) Specific actions identifying "What we will do"

Due to the complexity and cross cutting nature of the actions, the work taken to deliver them is often relevant to a number of actions. As a consequence, there is an element of repetition in reporting. Therefore, the detail will only be provided the first time an activity is referred thereafter it will be cross referenced.

7. Key highlights from the first year of the SES include the completion of Regulation 18 consultation for the emerging District Plan Review, the completion of the MSDC Local Walking and Cycling Strategy, the adoption of Net Zero Carbon emission targets for the Council and the District and the successful launch of the inward investment platform Opportunity Mid Sussex.
8. Appendix 1 sets out the full Progress Report in the first year of the Plan: April 2022 to March 2023.
9. Whilst recent Government announcements have amended the timescales for specific carbon reduction actions, the overall commitment to the Government's Net Zero target of 2050 has been confirmed. Therefore, this does not impact on the Council's net zero targets and work continues towards achievement of them.
10. Whilst this report reviews work carried out between April 2022 and March 2023, we continue to work at pace to deliver Objective 13 of the SES which includes achievement of the Council's targets for net zero. In respect to achievement of the Council's net zero target, to date we taken the following actions: we procure the electricity supply for Oaklands campus from renewable sources, backed by the governments REGO (Renewable Energy Guarantee of Origin) certification scheme. We are also developing a Heat Decarbonisation Plan for the Oaklands campus, and we are undertaking energy efficiency audits for Council assets. Reductions are already being achieved through installation of LED lighting, solar panels and upgrading of boilers at the Oaklands campus reducing our usage and emissions. Finally, we are building climate change awareness and skills through Carbon Literacy Training and accreditation.

### **Other Options Considered**

11. The SES sets out a commitment to monitoring delivery of the SES. This is stated in Section 5 of the Strategy. Therefore, no other options were considered.

### **Next steps**

12. The Progress report will be published on the Council's website. Monitoring delivery will continue.

### **Financial Implications**

13. There are no financial implications associated with the preparation of the progress report. However, there are financial implications in respect to delivering some of the actions. Where this is the case, a specific budget is in place.

### **Risk Management Implications**

14. The Council has approved the SES and Action Plan. Therefore, it is important to be clear and transparent about the work that has been undertaken and progress made against these Actions. Without this there is a risk of reputational damage to the Council in not delivering approved Strategies.

### **Equality and Customer Service Implications**

15. There are no equality or customer service implications.

### **Other Material Implications**

16. There are no other material implications



## **Sustainability**

17. Sustainability is embedded within the SES. In particular Objective 6: Promote the benefits of sustainability practices and encourage action to support achievement of Carbon Net Zero and Objective 13: Reduction in Carbon Emissions articulate the specific actions we need to take to improve the overall sustainability of Mid Sussex. Progress against these targets is set out in Appendix 1.

## **Appendices**

Appendix 1 – SES Progress Report

## **Background Papers**

[Sustainable Economy Strategy and Action Plan](#)

This page is intentionally left blank

## Mid Sussex District Council Sustainable Economy Strategy 2022 – 2025

### Progress Report (2022-2023)

#### Introduction

1. In April 2022 Mid Sussex District Council (MSDC) published the Sustainable Economy Strategy (SES) and Action Plan. The Strategy was developed using the three strands of sustainability: Economic, Social and Environmental Sustainability. It combined the Council’s ambitions for a thriving and growing economy with its commitment to sustainability and to ensuring the impact on our environment and climate change from the actions and activities of the council as well as those living, working in and visiting the district are reduced.
2. The SES sets out the goals of the Council and proposed actions to deliver these goals in a series of 14 objectives set out in an Action Plan. The objectives are set out under three themes, People, Places and Partnerships. Each objective is directly linked to the relevant UN Development Sustainability Goals, which guided the development of the strategy and the objectives of the action plan.
3. Each objective sets out:
  - (a) A series of “Measures of Success” by which we will track our progress of delivery.
  - (b) Specific actions identifying “What we will do”
  - (c) Timescales
  - (d) The “Lead organisation”
  - (e) Key “Delivery Partners”

In line with the commitment in the SES to prepare monitoring reports, this report and detailed progress measures set out the position for 2022/23. Due to the complexity and cross cutting nature of the actions, the work taken to deliver them is often relevant to a number of actions. As a consequence, there is an element of repetition in reporting progress. Therefore, the detail will only be provided the first time an activity is referred thereafter it will be cross referenced.

4. This Progress Report is to be read in conjunction with the [Sustainable Economy Strategy and Action Plan](#) .

## Key achievements in year 2022 - 2023

### People – Objectives 1-6

5. The focus of this Theme is on protecting and creating new employment opportunities; developing skills; improving pathways to work; and reducing pay inequality. Progress has been made in each of these objectives.
  - Whilst nationally the rate of unemployment is increasing, Mid Sussex's employment rate have increased. Not only were levels maintained above the SES baseline of 78%, but they rose to 82.7%.
  - In support of the growth at Brookleigh, a new Employment and Skills Plan has been published. This focuses employment and support in the local area for the benefit and upskilling of our local communities.
  - As part of a countywide project to advance digital skills in the area, MSDC are partners in the Digital Futures project. This focusses on the growing skills gap and targets high quality jobs market. The Council has once again supported STEM by providing financial support to both the STEM Challenge and Science week.
  - The Council has provided workplace health programmes to our small & medium sized businesses to promote wellbeing at work. The Council has secured £245k over three years (2022-25) to support the establishment of community hubs in the three towns from UK Shared Prosperity Fund.
  - The National and Local launches for [Opportunity Mid Sussex](#) (the Council's inward investment brand and platform) were well received. The platform, newsletter and posts have been well received by a growing audience, with the number of subscribers/followers growing to 306 across all four platforms. Through Micro Business Grants programme over £70,000 in grants was awarded to 45 businesses across a cross-section of sectors including start-ups.
  - The Mid Sussex Local Cycling and Walking Infrastructure Plan was approved and published in March 2023. This sets out the key routes within each of our 3 main towns. This has been submitted to WSCC to inform their work as the lead authority. Phase 1 of the Burgess Hill Place and Connectivity programme, using £21.8m from the Government matched by £106 from developments in the area has delivered 14km of new and improved cycleways across Burgess Hill, improving the connectivity of active travel routes in the town.

### Places – Objective 7 – 13

6. These seven objectives aim to reduce the Council's carbon emissions; supporting businesses to reduce their carbon emissions and to both recover from the pandemic and to grow; encouraging business start-ups; promoting sustainable business practices; developing digital infrastructure; enhancing biodiversity; providing new homes; creating quality town and village centres which meet local needs; and improving active travel connectivity.

- The District Plan review is progressing to Reg 19 stage. It contains key policies including Biodiversity Net Gain in preparation for the anticipated introduction of BNG requirements of 10% on large sites from November 2023 and policy DPS 2 “Sustainable Design & Construction” supported by evidence from Ricardo’s is being used to develop the Council and District Net Zero Action Plans.
- Following the adoption of Net Zero Targets, significant work has been undertaken to progress work at a district and council level. Green Home Grant funding has been utilised to improve the energy efficiency of homes in the district.
- The UKSPF Investment Plan was approved which includes improvements in our parks, with Green Flag status achieved in parks in the three major towns in the district. Additionally, building on the success of the 3 previous years, 39 areas of open space have been identified for rewilding across the district in 2023 as part of the BLUE campaign.
- Significant progress has been made on the installation of electric vehicle charge points, another key part of our infrastructure. The Council has made use of its own assets by facilitating the installation of 31 double-headed chargers (62 sockets) at Council owned Car parks.
- Four projects have delivered over 100km fibre. The increase in households with ultra-fast coverage has progressed from 37.5% to 44.3% and maximum mean download speeds have increased significantly, from 400 to 468Mbps.
- The successful launch of Opportunity Mid Sussex at both the National and the local events, were well received. OMS has continued to raise awareness and increase its brand recognition through sponsorship and attendance at business events at a local, regional and national level.
- Significant progress in identifying and allocating employment space in the District, with the adoption of the Site Allocations DPD including the allocation of the 48ha Science and Technology Park. Panattoni Park is delivering new business accommodation in the favoured location close to the M/A23 corridor and several units are already occupied and trading.

### **Partnerships – Objective 14**

7. Recognising that delivery of the objectives in the Strategy requires robust partnership working. The Council’s guiding principles of working in partnership are transparency, trust, honesty and mutual respect. The Council will agree and deliver shared goals, based on common values and will maintain effective communication with all our partners.
  - As described in detail below, we are building new relationships with stakeholders, and continue to support our partners to achieve to goals of the Council and the SES. This includes the rollout of the digital network, working with DWP and JCP to promote pathways to work and WSCC to deliver EV charge point infrastructure.

## Delivery Progress - Activities to date

Please note there is a glossary of abbreviations at the end of this report.

### PEOPLE (Objectives 1-6)

Objective 1 - Maintain the high employment rate in Mid Sussex and reduce out commuting amongst working age adults			
Progress Towards Actions			
No.	Action	Evidence / Activities to date	Progress
1	Identify future employment needs in the District and provide a policy framework in the updated District Plan to meet this need.	<ul style="list-style-type: none"> <li>Site Allocations DPD adopted June 2022 which identifies a total of 66ha for new employment including the Science and Technology Park.</li> <li>To support the District Plan Review an updated Economic Growth Assessment was completed (published Jan 2022). This identified no additional employment land required up to 2039.</li> <li>The draft District Plan Review 2021-2039 was published for public consultation in November until the 19<sup>th</sup> December 2022. Although no further allocations for employment sites are required the draft plan sets out a positive policy framework for assessing speculative applications for employment. Policy DPE1 states that major development proposals must demonstrate how they will contribute to addressing identified local skills shortages and support local employment, skills development and training.</li> </ul>	Achieved  Progressing
2	Secure high value employment development, including the Science and Technology Park and the employment space at the Northern Arc, through a proactive development management approach and the use of PPAs	<ul style="list-style-type: none"> <li>MSDC is working closely with the landowners, site agents/promoters to progress the delivery of the Science and Technology Park site allocation. MSDC is building a network of potential occupiers and we are working with the UK Science Parks Association (UKSPA).</li> <li>MSDC is working closely with Homes England in promoting their site to deliver the 4ha employment site at Brookleigh.</li> </ul>	Progressing

Measures of Success				
Measure	SES Baseline	Year 1 2022/2023	Year 2 2023/2024	Year 3 2024/2025

Maintain employment rate above 78% in all quarters	78%	82.7 (2022)		
Increase employment rate from 78% to 83%	78%	82.7 (2022)		
Increase job density from 0.80 to 0.85 per working age resident	0.79 (2020)	0.73 (2021)		
Increase Mid Sussex hourly workplace earnings from 87% to 93%*	87%	88.3% (2022)		

\* In 2021, median workplace earnings were £14.81 per hour, compared with £17.07 per hour worked for local residents. This has increased to £16.69 (workers) / £18.91 (residents)

## Objective 2 – Ensure local residents have the opportunity to acquire the necessary skills to secure good quality jobs

### Progress Towards Actions

No.	Action	Evidence/Activities to date	Progress
3	Support and promote access to skills training apprenticeships and career pathways in key sectors, (including digital and creative industries, life sciences, land-based industries, fintech and the green economy) building on the Sussex Chamber of Commerce Local Skills Improvement Plan	<ul style="list-style-type: none"> <li>• Promoted career pathways through the Council’s media platforms and the Business Newsletter: featuring Flowserve STEM Ambassador and promoting apprenticeships and T-levels pathways.</li> <li>• Established Skills &amp; Employment Group which includes representatives from DWP, JCP, Fedcap Employment, Clarion Futures.</li> <li>• Supported Job Centre Plus by promoting information about funded training and support such as SWAPs with employers. Brokered introductions for DWP/JCP to Business Associations and individual businesses e.g., Balfour Beatty, Thriiver, Flowserve &amp; Bluebell Railway.</li> <li>• Built direct relationships with Chichester College Group and the emerging Sussex and Surrey Institute of Technology.</li> <li>• Participated in the ‘Elevate Your Future’ comms campaign (Jan-March 2023) to promote apprenticeships linking to Apprenticeship Week in February.</li> <li>• Promoted key skills through MSDC sponsorship of 2022 STEM events: Mid Sussex STEM Challenge and Mid Sussex Science Week.</li> </ul>	Progressing

4	Develop employment and skills plans to maximise opportunities for local people through Planning Performance Agreements.	<ul style="list-style-type: none"> <li>The new Employment &amp; Skills Plan for Brookleigh was developed with Homes England and approved in December 2022. The plan prioritises local employment and supply chain opportunities as well as upskilling through training and apprenticeships.</li> <li>Employment &amp; Skills Plan requirement was added to draft policies in the draft District Plan review.</li> </ul>	<p>Achieved</p> <p>Progressing</p>
5	Promote new models of volunteering as routes into employment across the District.	<ul style="list-style-type: none"> <li>MSDC commissioned, Mid Sussex Voluntary Action (MSVA) to promote and deliver a variety of volunteering opportunities across the district. MSVA have launched a Volunteering App to actively recruit organisations to post volunteering opportunities and have been promoting the App to potential volunteers. Volunteering is promoted in forums, drop-ins and at partner events across the district.</li> </ul>	Progressing

Measures of Success				
Measure	SES Baseline	Year 1 2022/2023	Year 2 2023/2024	Year 3 2024/2025
Maintain Mid Sussex's position as the district with the highest proportion of working age residents in West Sussex with Level 4 and Level 3 or equivalent qualifications throughout the Strategy period	16-64 year olds with Level 4 qualifications and Level 3 qualifications between 2019 and 2021 was 51.5% and 68.6% respectively	Data no longer collated.		

Objective 3 – Strive to reduce pay inequality and improve access to senior roles for under-represented groups in Mid Sussex			
Progress Towards Actions			
No.	Action	Evidence/Activities to date	Progress



6	Support and promote initiatives which raise aspirations and awareness of roles and opportunities in target sectors, including digital and creative industries, life sciences and fintech and where possible, promote such opportunities within the Council.	<ul style="list-style-type: none"> <li>Advanced Digital Skills Project (ERF) delivered by MSDC and partners across the County to deliver an 18-month programme, supporting West Sussex SMEs to fill the digital skills ‘gaps’ in their organisations and build aspiration amongst adult residents to pursue a digital career.</li> <li>Digital Futures West Sussex launched Jan 2023. Local business Bluebell Digital appointed as Digital Ambassador. Three Pop Up Information Hubs and two road show events held in the town centres. Comms messages amplified via MSDC media, and partner organisations (BAs, C2C, GDB).</li> <li>Sponsored and supported the 2022 Mid Sussex Science Week in June (delivered by a partnership including Burgess Hill Business Park Association).</li> <li>Support for STEM events (See Action 3).</li> </ul>	Progressing
7	Adopt a Social Value and Sustainability Charter to ensure that there is a commitment to support economic, environmental and social improvements from Council suppliers and contractors.	<ul style="list-style-type: none"> <li>MSDC has researched and reviewed existing Social Value Charters to inform development of MSDC Charter.</li> <li>Social Value &amp; Sustainability Criteria included an in all procurement of new services.</li> </ul>	Progressing

Measures of Success				
Measure	SES Baseline	Year 1 2022/2023	Year 2 2023/2024	Year 3 2024/2025
Increase the proportion of Mid Sussex female working residents employed in Standard Occupational Classification (SOC) higher level occupations so that it equals the proportion of male residents in higher level occupations.  <b><i>[*Please Note - Small sample size in some instances and an issue with the collection of occupational data affected the accuracy of breakdowns of some detailed occupations and caution urged in the interpretation</i></b> <a href="https://www.ons.gov.uk/news/statementsandletters/occupationaldatainonssurveys">https://www.ons.gov.uk/news/statementsandletters/occupationaldatainonssurveys</a>	Female 62.3% Male 66.9% (June 2020 – June 2021)	Female 53.3% Male 69.4% (2022) *		

<p>Increase hourly female earnings from 95% to 100% of male hourly pay amongst workers in Mid Sussex by the end of the Strategy period</p>	<p>95.12% (2021) £15.15 (male) £14.41 (female)</p>	<p>96.06% (2022) £16.74 (male) £16.08 (female) –</p>		
--	--	--	--	--

Objective 4 - Improve the economic and social wellbeing of our residents			
Progress Towards Actions			
No.	Activities	Evidence / Activities to date	Progress
8	Promote initiatives which reduce barriers and help individuals into work, including the 'Journey to Work programme'	<ul style="list-style-type: none"> <li>• Journey to Work promoted and supported through appointment of dedicated officer (data April 2022-November 2022).                             <ul style="list-style-type: none"> <li>○ Client journeys started 56.</li> <li>○ Total interventions 175.</li> <li>○ Jobs started 19.</li> </ul> </li> <li>• Funding allocated to WSCC Think Futures Programme supporting NEETs into employment (£21k from MSDC UKSPF 2024/25).</li> <li>• Skills &amp; Employment (See Action 3).</li> </ul>	Progressing
9	Promote workplace and community well-being programmes	<ul style="list-style-type: none"> <li>• In addition to the standard offer, Mid Sussex Wellbeing offers a comprehensive workplace health programme supporting Small &amp; Medium Sized businesses to ensure their workforce are healthy and well. This has allowed the programme to reach younger working age adults, part of their ambition to support individuals throughout their life.</li> <li>• In 2022/23 the workplace health project delivered interventions to 320 employees in 20 workplaces, plus generating referrals into the wider wellbeing programme for further support.</li> </ul>	Progressing

10	<p>Develop a network of Community Hubs, including support for the establishment of Sustainable Food Partnerships</p>	<ul style="list-style-type: none"> <li>• The Council has secured £245k over three years (2022-25) to support establishment of community hubs in the three towns from UK Shared Prosperity Fund (UKSPF). The allocation will support: <ul style="list-style-type: none"> <li>○ Quarry Café &amp; Community Fridge with the revenue costs associated with relocation to new premises at the Old Post Office in Stone Quarry, East Grinstead (Yr 1 £35k).</li> <li>○ Mid Sussex Voluntary Action (MSVA) with the capital costs needed to renovate the Cherry Tree in Burgess Hill (Yr 2 £100k).</li> <li>○ Sussex Clubs for Young People (SCYP) to extend and refurbish the Barn Cottage Pavilion and transfer services currently provided at the Bentswood Community Hub, Haywards Heath (Yr 3 £110k).</li> </ul> </li> <li>• Additional capital funds are being provided to SCYP from MSDC through a Facility Grant/Release of S106 toward the cost of the building works.</li> <li>• Dedicated webpage created for Mid Sussex Food Partnership which signposts to all organisations providing food support in Mid Sussex <a href="http://www.msva.org.uk/get-help-with-food">www.msva.org.uk/get-help-with-food</a></li> </ul>	Progressing
			Progressing

Objective 4				
Measure	SES Baseline	Year 1 2022/2023	Year 2 2023/2024	Year 3 2024/2025
Reduce the number of Lower-layer Super Output Areas that are in the top third of most deprived local areas in England by the Income domain from one to zero		Awaiting next publication of data following Government consultation exercise.		
Reduce the number of areas in Mid Sussex (LSOAs) that are in the top third of most deprived local areas in England by the Employment domain from two to zero	Two	Awaiting next publication of data following Government consultation exercise.		
Maintain the Mid Sussex Life Satisfaction Score  <i>[Data note: Because of small sample sizes and large confidence intervals estimates, local authorities should not be ranked against each other. Estimates are intended for local authorities to compare</i>	7.85 average score between 2011/12 and 2019/20	7.41 (2021-22)		

over time and with other local authorities of a similar population size and structure.]				
---	--	--	--	--

Objective 5 - Encourage business start-ups, improve business survival rates and growth			
Progress Towards Actions			
No.	Action	Evidence / Activities to Date	Progress
11	Promote Investment opportunities inc. through Opportunity Mid Sussex and support target sectors (inc. digital & creative, life sciences, fintech) to help them to locate, survive and grow in the District	<ul style="list-style-type: none"> <li>• Promotion of OMS brand with formal national launch in London in September 2022 and local launch November 2022. 115+ key guests in attendance across the two events driving interest from targeted sectors. For example, attendees from the life science sector included, Cells4Life and IosBios.</li> <li>• Promotion of the brand continues via event sponsorship: the South of England Show (June 2022) and HHBA Economy Event (October 2022), BHBPA 'Burgess Hill means business' (Jan 2023, West Sussex Tourism Symposium (March 2023), The Sussex Chamber Business Expo (May 23) and attendance at the national investment conference UKREiiF (May 23) providing the opportunity to raise awareness of the brand at a national level.</li> <li>• OMS website has been fully launched with regular additions and content updates ongoing, including a new page 'A place to enjoy' being added to showcase the tourism and visitor economy within Mid Sussex.</li> <li>• The development sites map showcasing our key development sites is now live. Key sites are also being promoted via the 'Real Estate Infrastructure &amp; Investment Portal (REiiP). During April 2022-March 2023 we received 8 inward investment enquiries.</li> </ul>	Progressing
12	Signpost support and advice services available to businesses and third sector organisations to simplify access to grants, funding, business advice, start-up information, premises and business rates	<ul style="list-style-type: none"> <li>• Regular contact with business support services such as the Coast to Capital Growth Hub, BIPC, Business Hothouse and RISE.</li> <li>• Updated MSDC webpages to provide up to date funding information. Information included in Business Newsletter and shared on LinkedIn.</li> <li>• Sponsorship and support for Business Association events:               <ul style="list-style-type: none"> <li>○ Sponsorship of HHBA event (October 2022)</li> <li>○ Exhibited at Burgess Hill Means Business event (Jan 2023)</li> </ul> </li> </ul>	Progressing

		<ul style="list-style-type: none"> <li>○ Basepoint open house event (Feb 2023)</li> <li>○ EGBA business support event (March 2023)</li> <li>○ Attendance at regular BA networking events</li> <li>● Uplift in direct enquiries to Economic Development (Jan-Mar 2023) as a result of business engagement activity.</li> </ul>	
13	Use the Council's contracts to encourage procurement of goods and services from local SMEs and third sector organisations	<ul style="list-style-type: none"> <li>● The Council's Constitution outlines that value for money can include Social Value such as where it would advance the Council's Sustainable Economy Strategy or Net Zero objectives.</li> <li>● Preparation of new tender documentation to include Quality questions referencing the requirements of the Sustainable Economy Strategy with bids evaluated on how they would support the aims and ambitions of the Strategy during the contract lifetime, including information on: <ul style="list-style-type: none"> <li>○ supporting the local supply chain,</li> <li>○ ethical purchasing standards,</li> <li>○ creating jobs for local people,</li> <li>○ providing work experience and</li> <li>○ apprenticeship opportunities.</li> </ul> </li> </ul>	Progressing
14	Implement the Micro Business Grant Scheme, ensuring grant awards target businesses which can demonstrate a commitment to sustainability and green innovation.	<ul style="list-style-type: none"> <li>● 2022/23 grant scheme has been fully allocated. <ul style="list-style-type: none"> <li>○ over £70,000 in grants awarded to 45 businesses across a cross-section of sectors including start-ups.</li> <li>○ Supporting a broad range of growth projects and two apprenticeships.</li> <li>○ Businesses featured in positive comms and news stories.</li> </ul> </li> </ul>	Achieved

Measures of Success				
Measure	SES Baseline	Year 1 2022/2023	Year 2 2023/2024	Year 3 2024/2025
Maintain the business formation rate above 65 per 10,000 16+ residents (16-64 population 92,000 (2021))	65	86.9		
Increase the number of high growth enterprises from 25 to 30	25 (2021) *	Awaiting next publication of data		

Increase 3-year business survival rate from 58.4% to 60.3% or above the West Sussex average by the end of the strategy period	58.4%	62.7%		
---	-------	-------	--	--

\* Ranked joint 1<sup>st</sup> with Horsham District Council

<b>Objective 6 – Promote the benefits of sustainability practices and encourage action to support achievement of Carbon Net Zero</b>			
<b>Progress Towards Actions</b>			
No.	Action	Evidence / Activities to Date	Progress
15	Secure a Council-wide cultural & behavioural shift towards sustainable travel, through a range of measures including developing active travel plans; delivering EV charging points on the Council’s campus; & changing Council fleet vehicles.	<ul style="list-style-type: none"> <li>• 5 EV charging points installed on the Council’s Campus.</li> <li>• 2x electric bikes have been purchased by the Council and are available for use by staff, to promote active travel and use of sustainable transport alternatives.</li> <li>• MSDC currently has 3 electric vehicles in the parking enforcement fleet.</li> </ul>	Progressing
16	Promote sustainable travel options and initiatives, including green travel plans, to businesses, schools and residents.	<ul style="list-style-type: none"> <li>• The Mid Sussex LCWIP was approved in March 2023 and identifies key routes in each of the three towns. This has been submitted to WSCC as the body responsible for bidding for funding and delivering routes.</li> <li>• Phase 1 of Place &amp; Connectivity programme MSDC has delivered a Townwide connectivity package of 14km improved walking and cycling links across Burgess Hill. The programme includes public realm improvements to the underpass at Wivelsfield Railway station alongside townwide infrastructure improvements across Burgess Hill to Victoria Business Park and the Green Circle.</li> </ul>	Progressing
17	Co-ordinate and promote advice to help local small businesses to improve the sustainability of their organisations via delivery of a programme of Low Carbon SME support, funded through the Economic Recovery Fund.	<ul style="list-style-type: none"> <li>• Stage one of the Low Carbon Support Programme (a county-wide programme) included a low carbon video series, launched Summer 2022, showcasing examples of actions businesses have taken to reduce carbon emissions (including Adelphi).</li> <li>• Shared via the Business Associations, and MSDC media platforms.</li> </ul>	Progressing

		<ul style="list-style-type: none"> <li>• Stage one also included establishment of a Green Business Advisory Group including selected organisations to help shape and inform stage two. This includes Adelphi and Faversham House both based in Mid Sussex. MSDC Officers also participated.</li> <li>• Stage Two is being delivered by a collaboration of Low Carbon Leaders and University of Brighton (Green Growth Platform). The programme branded as Let's Go! Net Zero will deliver activity through to May 2024 to include Green Business Champions, Demonstrator Events and Communications package.</li> <li>• Updating MSDC's webpages to improve accessibility of net zero information and signposting to support (initial mapping completed).</li> </ul>	
--	--	---	--

Measures of Success				
Measure	SES Baseline	Year 1 2022/2023	Year 2 2023/2024	Year 3 2024/2025
Reduce CO2 emissions in-line with the council-only annual net-zero pathway target	4.3 tonnes CO2 per capita (2018)	3.7 tonnes CO2 per capita (2021) *		

*\*Published July 2023*



**PLACES (Objective 7-13)**

<b>Objective 7 - Position and promote our town and village centres as healthier, greener and more sustainable places generating footfall, social interaction and economic activity</b>			
<b>Progress towards Actions</b>			
<b>No.</b>	<b>Action</b>	<b>Evidence / Activities to date</b>	<b>Progress</b>
18	Identify future retail and town centre needs in the District and provide the policy framework in the updated District Plan to support these across our towns and villages	<ul style="list-style-type: none"> <li>• Retail evidence base finalised and published January 2022.</li> <li>• Draft policy included in draft District Plan Review.</li> </ul>	Progressing
19	Identify and agree a range of sustainable transport projects in the District's three towns to promote sustainable transport options for residents and businesses.	<ul style="list-style-type: none"> <li>• The Mid Sussex LCWIP has been approved. (See Action 16).</li> </ul>	Progressing
20	Support and deliver, where possible, a package of improvements, including public realm improvements, to enhance the economic resilience and attractiveness of the District's town and village centres, including delivering the Council's Car Parking Strategy and Parks Investment Plan.	<ul style="list-style-type: none"> <li>• UKSPF Investment Plan approved by Government (Dec 2022) includes park improvements and activation via events.</li> <li>• Parks Improvement Plan consultation has concluded, and delivery of several Master Plan projects is underway (Mount Noddy, Hemsleys Meadow and Victoria Park).</li> <li>• A 10-year action plan for the Council's green spaces is in development (final stages). It provides an evidence base for collecting S106 contributions to support improvements in our green spaces; and a blueprint for investment and improvements in our open spaces, when resources become available.</li> <li>• Place &amp; Connectivity Phase 1 (See Action 16)</li> </ul>	Progressing

21	Provide practical support to High Street retailers, including through the Independent Retailers Scheme and West Sussex Retail Hub.	<ul style="list-style-type: none"> <li>• 2021-2022 Store Improvement Grant scheme fully allocated. Over £70,000 in grants allocated to 24 independent retail businesses.</li> <li>• West Sussex Retail Hub re-launched as West Sussex Business Hub extending eligibility to any independent businesses in West Sussex. Promotion of free courses and support available via the hub.</li> <li>• ShopAppy.com launched to consumers across the district, with launch events in the three towns. Over 200 businesses have signed up to ShopAppy.com across the district. We continue to promote via social media.</li> <li>• Promotion of Christmas 'Pop to the Shops' campaign via our media to encourage shopping local.</li> </ul>	Progressing
22	Continue to secure a Green Flag award for at least one park in each town centre.	<ul style="list-style-type: none"> <li>• Green Flag Accreditation secured at 3 town centre parks:                             <ul style="list-style-type: none"> <li>○ East Court &amp; Ashplats Wood, East Grinstead</li> <li>○ Beech Hurst Gardens &amp; Victoria Park, Haywards Heath, and</li> <li>○ St Johns Park, Burgess Hill</li> </ul> </li> </ul>	Achieved

Measures of Success				
Measure	SES Baseline	Year 1 2022/2023	Year 2 2023/2024	Year 3 2024/2025
Increase the dwell time in the towns by 2% and maintain the average dwell time in the villages	Average dwell time in the three town centres decreased by 5.3% but increased by an average of 3% across the largest five villages since the pandemic (using Dec 19-Dec 21 data)	Town Dwell time (21/22 vs. 22/23) <ul style="list-style-type: none"> <li>• BH -1%,</li> <li>• HH +7.9%,</li> <li>• EG +5%</li> </ul> Villages Dwell time (21/22 vs. 22/23) <ul style="list-style-type: none"> <li>• Lindfield +4.6,</li> <li>• Cuckfield -1.8,</li> <li>• Hurstpierpoint +14,</li> <li>• Hassocks -8.1,</li> <li>• Crawley Down +12.2.</li> </ul> Total visit numbers (2019 vs. 2022) all up ranging from +16% to +35%		

Increase the proportion of adults who cycle or walk at least five times per week from 36.8% to 38% or above the West Sussex average by the end of the strategy period	36.8%	38.9%		
---	-------	-------	--	--

<b>Objective 8 – Improve, manage and promote biodiversity and nature recovery</b>			
<b>Progress towards Actions</b>			
<b>No.</b>	<b>Action</b>	<b>Evidence / Activities to date</b>	<b>Progress</b>
23	Ensure that new development and land management demonstrates significant improvements to biodiversity and nature recovery by developing and implementing policies in the District Plan Review (including Biodiversity Net Gain) and working with stakeholders to implement the Local Nature Recovery Strategy (Subject to secondary legislation)	<ul style="list-style-type: none"> <li>Draft policy on Biodiversity Net Gain included in draft District Plan Review.</li> </ul>	Progressing
24	Refresh the management plans for the Council’s countryside sites to ensure they deliver maximum benefit in terms of biodiversity and environmental impact.	<ul style="list-style-type: none"> <li>Refresh of Management Plans being undertaken.</li> <li>Implemented for two of three locations and SANG (Hill Place Farm). Further negotiation on the Management Plan for East Court &amp; Ashplats underway.</li> </ul>	Progressing
25	Build on the success of local rewilding initiatives to oversee a managed and incremental growth in the proportion of Council-owned land managed for biodiversity under the national BLUE campaign.	<ul style="list-style-type: none"> <li>Building on the success of the 3 previous years, 39 areas of open space identified for rewilding across the district in 2023/24 as part of the BLUE campaign and article published on the Council’s media platforms.</li> <li>Further information and 2022 season report: <a href="#">The BLUE Campaign Rewilding Britain - Mid Sussex District Council</a></li> </ul>	Progressing

26	<p>Set out how MSDC will allocate resources to meet the strengthened biodiversity duty contained in the Environment Act 2021. Begin by contracting a consultant to deliver a short-term, desk-based natural capital mapping of Mid Sussex, that will form the basis for a Mid Sussex nature recovery network (to be budgeted from the Sustainability and Climate Change Special Reserve) and conducted with use of WSCC’s project mapping tool to ensure coherence.</p>	<ul style="list-style-type: none"> <li>• To support Local Authorities prepare for the implementation of the Biodiversity Net Gain requirements the Department for Environment, Food and Rural Affairs (DEFRA) allocated MSDC £26,807 in 2022/23.</li> <li>• The initial natural capital mapping exercise is being undertaken by Sussex Biodiversity Record Centre and their annual biodiversity report looks at which habitats and designations have been impacted by planning applications in the last year.</li> </ul>	Achieved
----	---	--	----------

Measure of Success				
Measure	SES Baseline	Year 1 2022/2023	Year 2 2023/2024	Year 3 2024/2025
Biodiversity net gain secured through the planning system (% to be agreed through the District Plan Review)	N/A	Awaiting confirmation of units delivered at <a href="#">Brookleigh as part of the 23% BNG being delivered by Homes England</a>		

Objective 9 – Provide commercial and employment space to support new and growing businesses and to attract businesses to the district			
Progress towards Actions			
No.	Action	Evidence / Activities to date	Progress

27	<p>Work with site promoters to promote and deliver new business parks and commercial property that provides a competitive environment for businesses, securing the retention of existing and attracting new businesses.</p>	<ul style="list-style-type: none"> <li>• Panattoni Park (formerly known as The Hub) is a 15ha allocated employment site. Planning permission secured for Panattoni Park (The Hub) with space available March 2024. The first 2 units are completed and currently occupied by Roche and DPD. Panattoni has commenced construction to deliver 14 Grade-A spec build units from 8,136 to 452,469 sq. ft with the first units ready to occupy from Spring 2024.</li> <li>• Science and Technology Park (See Action 2)</li> <li>• Established regular meetings with key commercial agents.</li> <li>• Continue to meet regularly with key partners i.e. Vail Williams, SHW, Panattoni, FI Real Estate, C2C, Gatwick Economy Team, GBEB etc.</li> <li>• Strong relationships with Department for Business and Trade and Department for Levelling Up, Housing and Communities to promote development opportunities and keep informed regarding future funding sources.</li> </ul>	Progressing
28	<p>Work with Site Promoters to establish centres of excellence and clusters of sector specialisation (digital and creative industries, life sciences and fintech) including by securing planning permission for the development of the Science and Technology Park.</p>	<ul style="list-style-type: none"> <li>• Science and Technology Park (See Action 2)</li> </ul>	Progressing
29	<p>Support businesses to secure funding to deliver pilot initiatives such as incubator space, grow on hubs, co-working spaces, to provide flexible space that meet the needs of established and growing businesses and third sector organisations.</p>	<ul style="list-style-type: none"> <li>• UKSPF Investment Plan (See Action10)</li> <li>• Opportunity Mid Sussex platform supporting marketing and promotion to share opportunities at Panattoni Park.</li> <li>• The Council is supporting promotion and officers attended open house event at Basepoint to showcase start-up and grow on space opportunities and business support.</li> </ul>	Progressing

**Measures of Success**

Measure	SES Baseline	Year 1 2022/2023	Year 2 2023/2024	Year 3 2024/2025
Deliver 10ha of additional employment land over the Strategy period	655,000sqm	Awaiting 2022/23 data		
Commence delivery of 25,000sqm of specialist S&T floorspace by 2025	N/A			
Increase in the new firm formation rate (per 10,000 16+ residents) above the England average at the end of the strategy period	64.7	64.6*		
Increase the proportion of knowledge-based economy businesses from 11.1% to 12.5% of the District's business stock	11.1%	11.5%		
Increase the number of high growth businesses in the District from 20 to 30	20	25 (2021) Ranked highest in the County tied with Horsham		

\* Formation rates is higher, but due to population growth rate is slightly decrease (785 new firms in 2019, 800 in 2021)

<b>Objective 10 – Facilitate the design, delivery and use of sustainable infrastructure and services</b>			
<b>Progress towards Actions</b>			
<b>No.</b>	<b>Action</b>	<b>Evidence / Activities to date</b>	<b>Progress</b>
30	Increase the number of electric vehicle charging points across the District via the West Sussex ChargePoint Network delivering a network of chargers that meets demand	<ul style="list-style-type: none"> <li>72 EVCP's have been installed across 10 MSDC car parks and 2 on-street locations (Priory Way, Haywards Heath and Grove Road, Burgess Hill).</li> <li>The contract with Connected Kerb has secured additional social value benefits including the delivery of technical workshops at Crawley College and participation in volunteering days at the Bentswood Hub.</li> </ul>	Progressing

31	Review the evidence base that informs the District Plan Review process and, if supported by evidence, develop a policy setting out the standards for providing EV charging on new developments (both speculative planning applications and forthcoming allocations within the District Plan).	<ul style="list-style-type: none"> <li>Draft policy included in draft District Plan Review</li> </ul>	Progressing
32	Monitor and where appropriate support other sustainable low carbon dioxide vehicle technologies.	<ul style="list-style-type: none"> <li>We continue to monitor low carbon vehicle technologies and attend regional working groups to ensure we have up to date information on latest technologies and developments in the field (e.g. Hydrogen Sussex).</li> </ul>	Progressing
33	Implement a 1-2-3 collection trial, including food waste, across 3,000 homes and prepare for the new statutory responsibilities that will arise from the government's Resources and Waste Strategy.	<ul style="list-style-type: none"> <li>The 1-2-3 collection trial was successfully implemented in September 2022.</li> </ul>	Achieved
34	Work in collaboration with West Sussex County Council to promote rural bus networks connecting the district's rural communities.	<ul style="list-style-type: none"> <li>Real time passenger information signs are included as part of the Place and Connectivity programme (WSSCC Phase 2).</li> <li>West Sussex County Council's Bus Service Improvement Plan was published in July 2022. (<a href="https://www.westsussex.gov.uk/media/16701/ws_bus_service_improvement_plan.pdf">https://www.westsussex.gov.uk/media/16701/ws_bus_service_improvement_plan.pdf</a>). Funding awarded to WSSCC was c.20% of bid amount which requires reconsideration of prioritisation. MSDC are working with WSSCC and local businesses to identify local requirements and pressures.</li> </ul>	Progressing

Measures of Success				
Measure	SES Baseline	Year 1 2022/2023	Year 2 2023/2024	Year 3 2024/2025
Increase in EV charging points from 23.7 per 100,000 population to 38.8 per 100,000 population or above the England rate	23.7 per 100,000 population	67.3 per 100,000 population*		
Increase the number of ULEV registered vehicles from 1,234 (23.2% of the West Sussex total) to 25% of the West Sussex total	1,234 (23.2% of the West Sussex total)	2,367 (23.48% of West Sussex Total)		

\* [Markdown map LocalAuthority publication template.knit \(dft.gov.uk\)](https://www.gov.uk/government/publications/markdown-map-local-authority-publication-template-knit) [Electric vehicle charging device statistics: April 2023 - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/statistics/electric-vehicle-charging-device-statistics)

Objective 11 - Deliver enhanced digital infrastructure and promote its use as a catalyst for growth and innovation across all sectors in the district			
Progress towards Actions			
No.	Action	Evidence / Activities to date	Progress
35	Facilitate the delivery and use of advanced digital infrastructure (full fibre, wireless network technology and other digital technologies) to support citizens, public services, existing and new economic activity within Mid Sussex.	<ul style="list-style-type: none"> <li>Four projects delivering over 100km fibre. Network connected to Digital Catapult and a number of Chichester College sites.</li> </ul>	Progressing
36	Maximise local business impacts of the digital transformation, by providing support and signposting to relevant projects and funding.	<ul style="list-style-type: none"> <li>Information continues to be shared via the Business Associations, in the business newsletter and as part of rolling social media campaigns on LinkedIn.</li> <li>Contacts from Business Survey interested in further information shared with Digital team for follow up.</li> <li>WSSC-led next stage of the Digital Adoption support programme for SMEs currently in procurement and will include local delivery of workshops and more intensive follow-on support via 1:1 mentoring.</li> </ul>	Progressing



37	Promote the benefits of digital connectivity availability to businesses and other organisations through wider partnership networks.	<ul style="list-style-type: none"> <li>• Digital Mid Sussex promoted via OMS and in the business newsletter</li> </ul>	Progressing
38	Enable businesses to register their interest and connect to Cooperative Network Infrastructure (CNI) members and the Digital Infrastructure to attract high-end investors in tech and digital industries	<ul style="list-style-type: none"> <li>• Digital Mid Sussex includes registering functionality. This sends information to CNI members to review and consider connections where viable. CNI are refreshing internal systems and scheduling geographical campaigns for suppliers.</li> </ul>	Completed
39	Participate in the Government’s Digital Connectivity Infrastructure Accelerator (DIA) in order to extend the digital infrastructure across Mid Sussex.	<ul style="list-style-type: none"> <li>• DIA programme led by WSCC with MSDC. 12 month pilot to test how to accelerate both investment in and the deployment of advanced wireless networks by improving the engagement between local authorities and the mobile industry for the siting of mobile infrastructure on publicly owned assets. Key learning:               <ul style="list-style-type: none"> <li>○ Investment will come if LA are commercially ready; access to data, standard contracts, SPOC</li> <li>○ Mobile Network Operators (MNOs) are interested in 'time to market'</li> <li>○ Geographical buy-in is key. Regional is what matter bringing economies of scale</li> <li>○ Interested in all assets – land, buildings, street furniture</li> </ul> </li> <li>• Contextual data sets help to MNOs understand any restrictions that might be in place locally which could prevent the installation of equipment e.g., SSI, Conservation Areas, Local Laws, section 123</li> </ul>	Completed
40	Use dark fibre MSDC, WSCC and Cooperative Network Infrastructure (CNI) assets to enable scalable, social and offshoot start-ups and support the Community and Voluntary Sector to develop and test new digital technologies.	Dark fibre leased by CNI to local universities to support start-ups.	Progressing

Measures of Success				
Measure	SES Baseline	Year 1 2022/2023	Year 2 2023/2024	Year 3 2024/2025
Increase super and ultra-fast coverage from 37.5% of households to 60%	37.5%	44.3%		
Increase maximum mean download speed from 400 Mbps to 475 Mbps or above the South East regional average	400 Mbps above the South East regional average	468		
Increase availability of dark fibre network connections and advanced digital infrastructure from existing zero base	Zero	48 dark fibre strands available in scaffold network (Max available)		

Objective 12 – Promote Mid Sussex’s assets, ambitions, and potential			
Progress towards Actions			
No.	Action	Evidence / Activities to date	Progress
41	Launch and continue to promote inward investment through the Opportunity Mid Sussex brand, which promotes Mid Sussex as a desirable place to live, work and do business at a local, national, and international level through promotional channels, holding/ attending business events and working with partner organisations.	<ul style="list-style-type: none"> <li>Promotion of OMS brand (See Action 11)</li> </ul>	Progressing

42	Support the recovery and growth of the visitor economy by working in partnership with organisations such as Experience West Sussex, to support the delivery of their 3-Year Action Plan and providing grant support where possible.	<ul style="list-style-type: none"> <li>Continued close working and funding support for Experience West Sussex (EWS) to provide leadership, dedicated business support and destination marketing, key to the recovery and resilience of the visitor economy via a cross county approach. Established new working relationships with Tourism Southeast (TSE) and Experience Mid Sussex (EMS) to promote the visitor economy of Mid Sussex (as part of West Sussex and wider Southeast).</li> <li>Regular meetings with Visit East Grinstead.</li> <li>Promoting Mid Sussex as 'A place to enjoy' (See Action11)</li> </ul>	Progressing
----	---	--	-------------

Measures of Success				
Measure	SES Baseline	Year 1 2022/2023	Year 2 2023/2024	Year 3 2024/2025
50% increase in number of 2021/ 2022 direct Inward Investment enquiries to MSDC per year	3 (2021/22)	7 (2022/23) (133% increase)		
Support the recovery of the Mid Sussex Tourism Economy to at or above pre-pandemic levels by 2023/24 and see growth above pre-pandemic levels by 2024/25*	2021 vs. 2019 -32% 2021 vs. 2020 +55%.	Awaiting next publication of data ***		

\* Figures from Mid Sussex [Economic Impact Data](#) Report commissioned by EWS.

\*\*\* 2022 Mid Sussex Economic Impact Data will be released in Autumn 2023

Objective 13 – Reduction in Carbon Emissions			
Progress towards Actions			
No.	Action	Evidence / Activities to date	Progress
43	Utilise Green Home Grant funding to improve the energy efficiency of the most inefficient homes in the District. We will utilise Energy Performance Certificate (EPC) data to	<ul style="list-style-type: none"> <li>Local Authority Delivery (LAD) funding (rounds 1,2,3): 79 energy efficiency measures installed or planned.</li> <li>LA Flex: 55 energy efficiency measures completed.</li> <li>Home Upgrade Grant 1 (HUG) funding delivered upgrades to 8 properties in the District.</li> </ul>	Progressing

	proactively engage with the lowest “F” and “G” EPC rated homes to maximise the reduction of carbon emissions	<ul style="list-style-type: none"> <li>• Current round of HUG 2 Funding secured as part of consortium (with 23 Local Authorities administered by Portsmouth City Council).</li> <li>• Interventions decreased number of properties with rating F or G from 4 to 1.</li> </ul>	
44	Secure funding for home energy efficiency improvements through available Green Home Grant Local Authority Delivery schemes. We will actively participate in those schemes to maximise the uptake of the district’s residents.	<ul style="list-style-type: none"> <li>• MSDC is a member of the Warmer Homes Consortium (coordinated by Portsmouth CC). The consortium secures funding from the Department for Energy Security and Net Zero (DESNZ) to complete energy efficiency measures for eligible homes under the HUG and LAD schemes (see Action 43). MSDC sit on regular meetings of the partnership and undertakes structured communications campaigns to promote applications in Mid Sussex to ensure as many residents are aware of the schemes as possible.</li> <li>• Respond to resident queries and liaison with Warmer Homes and delivery partner Agility Eco to provide a good quality and coordinated service to residents.</li> </ul>	Progressing
45	Identify a residential construction and refurbishment sustainability rating standard and provide a policy framework in the updated District Plan to meet this need.	<ul style="list-style-type: none"> <li>• Draft policy “DPS2: Sustainable Design and Construction” included in the District Plan Review.</li> </ul>	Progressing
46	Identify a non-residential construction and refurbishment sustainability rating standard and provide a policy framework in the updated District Plan to meet this need.	<ul style="list-style-type: none"> <li>• Draft policy DPS2 (See Action 45)</li> </ul>	Progressing
47	Partner with businesses and 3rd Sector organisations in the district to help them create their own net-zero carbon programme.	<ul style="list-style-type: none"> <li>• MSDC in partnership with WSCC have launched a Green Business Advisory service to support SMEs on their net-zero journey.</li> </ul>	Progressing
48	Use the Ricardo analysis to create a Mid Sussex Net-Zero Carbon Programme.	<ul style="list-style-type: none"> <li>• Council direct and indirect programme developed.</li> <li>• District actions contained in SES and District Plan.</li> <li>• Monitoring framework developed.</li> </ul>	Progressing

49	Use the Ricardo Action Plan to identify the investment, job creation and green economy potential for Mid Sussex of achieving carbon net-zero.	<ul style="list-style-type: none"> <li>• Net Zero Programme (See Action 49)</li> <li>• Exploring potential of wider sub-regional economic impact study.</li> </ul>	Progressing
----	---	--	-------------

Measures of Success				
Measure	SES Baseline	Year 1 2022/2023	Year 2 2023/2024	Year 3 2024/2025
Reduce the carbon emissions of 20% of the district's most inefficient homes	N/A	Interventions decreased number of properties in programme with rating F or G from 4 to 1.		
100% participation in applicable and available Green Home Grant schemes throughout the Strategy period	N/A	MSDC is actively participating in Green Home Grants: <ul style="list-style-type: none"> <li>○ HUG 1</li> <li>○ ECO 3</li> <li>○ LAD 3</li> </ul>		
100% of proposals for new build residential development to meet the sustainability rating policy requirement set out in the District Plan	N/A	Draft policy in emerging District Plan		
100% of proposals for major residential refurbishment and conversion to meet the sustainability rating policy requirement set out in the District Plan	N/A	Draft policy in emerging District Plan		
100% of proposals for new build non-residential development to meet the sustainability rating policy requirement set out in the District Plan	N/A	Draft policy in emerging District Plan		

100% of proposals for non-residential refurbishment and conversion (over 500 m2) to meet the sustainability rating policy requirement set out in the District Plan	N/A	Draft policy in emerging District Plan		
Key business and 3rd Sector stakeholders in the District to have a net-zero carbon programme	N/A	Engagement ongoing		
The successful creation and implementation of a Mid Sussex Net-Zero Carbon Programme throughout the Strategy period	N/A	In development		

## PARTNERSHIPS (Objective 14)

Objective 14 - Ensure that Mid Sussex is an exemplar district and Council in promoting effective partnership working to support sustainable economic development, combat the effect of climate change, increase biodiversity and promote health and well-being			
Progress towards Actions			
No.	Action	Evidence / Activities to date	Progress
50	Maximise the impact and benefits of the SES by building effective and collaborative partnerships through a range of mechanisms including Service Level Agreements.	<ul style="list-style-type: none"> <li>• Successful SES joint launch event (Nov22) over 60 attendees. Service Level Agreements (SLAs) with the Business Associations</li> <li>• Regular quarterly meetings with the Business Associations continue</li> <li>• Established SLA with Tourism South East.</li> <li>• Regular meetings with inward investment partners to ensure knowledge share and maximise opportunities for joint working: DIT, Homes England, Gatwick Diamond Initiative, WSCC, Experience West Sussex, Experience Mid Sussex, Tourism South East, RWSP, C2C, GBEB and other LAs.</li> <li>• EDO meetings and West Sussex Economy Group meetings.</li> <li>• Input to consultation and Topic Working Groups (TWG) with GAL in response to Gatwick Northern Runway Expansion.</li> </ul>	Progressing
51	Work with WSCC, other local authorities and partnership organisations to bring forward projects and initiatives under the Economic Recovery Fund programme	<ul style="list-style-type: none"> <li>• We are actively involved in the low carbon and advanced digital skills projects.</li> <li>• Journey to Work (See Action 8)</li> <li>• Work in progress to deliver rural specific projects (natural capital and viticulture) funded as part of current RWSP contract 2022-23</li> <li>• EWS have a 3-year action plan partnership also funded via ERF</li> <li>• Next round of ERF funding projects is being considered as part of the West Sussex Economy Commission.</li> </ul>	Progressing
52	Work with WSCC and other appropriate organisations to deliver training for Councillors and Council staff on sustainability matters	<ul style="list-style-type: none"> <li>• MSDC working towards Bronze level Carbon Literate Organisation:               <ul style="list-style-type: none"> <li>○ 2 x Officers have completed Carbon Literacy Training.</li> <li>○ Further Officer and Member training is planned for 2023/24</li> </ul> </li> </ul>	Progressing

Measure of Success				
Measure	SES Baseline	Year 1 2022/2023	Year 2 2023/2024	Year 3 2024/2025
Mid Sussex District Council receives national recognition as an exemplar Local Authority, for example with a Local Government Chronicle award, in promoting and delivering sustainable economic development	N/A	Launch of OMS brand in London and locally. 115+ key guests in attendance		

## GLOSSARY

BAs	Business Associations	LCWIP	Local Cycling and Walking Infrastructure Plan
C2C	Coast to Capital Local Enterprise Partnership	LEP	Local Enterprise Partnership
CCG	Chichester College Group	MNO	Mobile Network Operators
DBT (was DIT)	Department of Business and Trade	MSVA	Mid Sussex Voluntary Action
DESNZ	Department for Energy Security and Net Zero	NEETs	Young people not in education, employment or training.
DLUCH	Department for Levelling Up, Housing and Communities	OMS	Opportunity Mid Sussex
DWP	Department of Work and Pensions	RWSP	Rural West Sussex Partnership
EMS	Experience Mid Sussex	SLA	Service Level Agreement
ERF	Economic Recovery Fund (pooled business rates)	SMEs	Small and medium-sized enterprises
EWS	Experience West Sussex	STEM	Science, Technology, Engineering and Maths
GBEB	Greater Brighton Economic Board	SWAPs	Sector-Based Work Academy Programme
GDB	Gatwick Diamond Business	TSE	Tourism Southeast
JCP	Job Centre Plus	WSCC	West Sussex County Council



## Green Spaces Investment - Strategic Vision

REPORT OF: DIRECTOR FOR PEOPLE AND COMMERCIAL SERVICES  
Contact Officer: Rob Anderton, Assistant Director Commercial Services and Contracts  
[robert.anderton@midsussex.gov.uk](mailto:robert.anderton@midsussex.gov.uk)  
Jo Reid, Head of Contracts and Services  
[jo.reid@midsussex.gov.uk](mailto:jo.reid@midsussex.gov.uk)  
Wards Affected: All  
Key Decision: No  
Report to: Scrutiny Committee Place and Environment  
Wednesday 18 October 2023

---

### Purpose of Report

1. To accompany the presentation to Scrutiny Committee providing a Strategic Vision for the delivery of the priorities identified in the Playing Pitch and Play and Amenity Green Space Studies for the period 2023/24 to 2035.
2. The purpose of the data and analysis in this report, and the accompanying presentation is to enable the Committee to carry out its function to improve the lives of local people through improved public services. Green spaces are an important asset for our communities and environment. The Council's circa 400 green spaces and 130 play areas require maintenance, repairs and renewals as well as investment over their lifetime. This investment, as funds become available, is to ensure they continue to meet the needs of local communities, the changing environment while ensuring value for money across the district.
3. The Vision aims to achieve two things:
  - a) to provide an evidence base for collecting S106 contributions to support improvements in our green spaces; and
  - b) to enable the development of a blueprint for investment and improvements in our open spaces when resources become available.

### Recommendations

4. The Committee is Recommended to:
  - a) Endorse the principles of the Strategic Vision for the delivery of the Playing Pitch and Play and Amenity Green Space Studies.
  - b) Endorse the review, over the coming 12 months of 'Tier 4' play areas

### Background

5. In June 2018 the Council engaged Ethos Environmental Planning to produce an updated Study of the District's playing pitches and, separately, to produce a Play and Amenity Green Space Study.
6. These Studies aimed to ensure that all Mid Sussex residents have access to a network of high quality and accessible outdoor play areas and green spaces by providing a policy framework to cover the period 2019- 2031. They set out the principles that should guide the future development of and investment in the Council's playing pitches, amenity green spaces and play areas.

7. To provide a sound evidence base, the four key drivers in developing the Playing Pitch Study were:
  - a) To produce an up-to-date assessment of supply (quantity, quality, and accessibility) and demand for existing provision.
  - b) To analyse the data and provide recommendations for the improvement and/ or rationalisation of existing provision.
  - c) To establish future needs because of housing and population growth, demographic changes, and demand from users.
  - d) To secure investment in existing facilities primarily through S106
8. The key aims of the Play and Amenity Green Space Study were as follows:
  - a) To collate information about existing children's playing space and amenity green space provision.
  - b) To set local standards in terms of quantity, quality and access to children's playing space and amenity green spaces.
  - c) To assess the existing provision and identify any deficits, surpluses, and improvement needs.
  - d) To help secure external funds for the development of new and existing provision.
9. Both studies looked at sport, play and green space provision across the district, not solely provision on land or in facilities owned by the District Council; and both were informed by community consultation, as well as the views of the Town and Parish Councils, and neighbouring authorities. In the case of the Playing Pitch Study, local sports clubs and National Governing Bodies for each sport were also consulted.

### **Study Recommendations**

10. The Playing Pitch Study highlights current issues with the quality, accessibility, and quantity of facilities; alongside potential future issues arising from projected housing growth; and has a detailed Implementation Plan. This has been published online: <https://www.midsussex.gov.uk/media/5331/playing-pitch-indicative-implementation-plan.pdf> .
11. This plan is broken down by geographical area, as well as on a site-by-site and sport-by-sport basis; however, the key objectives, which are applicable district-wide were:
  - To protect existing provision and create viable and sustainable sites, by making the best use of existing resources.
  - To provide sufficient and appropriate high-quality facilities and opportunities (enhanced and new) to meet demand to 2031.
  - To raise the profile of the pitch sports in contributing to enhanced mental and physical health and well-being.
  - To enhance and manage facilities to ensure retention of players and attraction of new participants, particularly those still underrepresented in the pitch sports such as women, girls, and people with disabilities.
  - To create a delivery framework for people and organisations to work together to share skills, expertise, resources, and facilities in implementing the Strategy.
12. In addition, the Strategy identified a range of specific priority projects.

13. The Play and Amenity Green Space Study outlined key findings across all consultees:
  - a) There are not enough facilities for teenagers.
  - b) There are enough parks, open spaces, recreation grounds and sports facilities.
  - c) Parks, open spaces, woodlands, and nature reserves were of sufficient quality.
14. Key recommendations were made, based on the consultation results and the review of existing provision (not just on land owned by the District Council). These were:
  - a) There is a shortfall of at least one of the categories of amenity green space and children's and youth play space in all parishes, although not all facilities were underprovided for in all parishes. It was therefore recommended that facilities should be protected where there is an existing shortfall.
  - b) Green spaces which have significant nature conservation, historical or cultural value should be protected, even if there is an identified surplus in that local area.
  - c) The quality of green spaces and play areas should be improved and Management Plans (if not already established) should be developed for the main parks and recreation grounds.

### **Parks Investment Programme**

15. In 2019, the Council embarked on the 'Parks Investment Programme'. This was designed to 'bridge the gap' between the review and development of these Studies and their likely implementation. It established a strategic approach to securing resources for developing green spaces and procuring work as the funding becomes available.
16. Over the period 2019-2022, the parks Investment Programme delivered six new/improved play areas and saw the production of Park Masterplans for six of the Council's key neighbourhood parks. Work is ongoing on the implementation of these master plans on a prioritised basis, in line with available resources.
17. One of the key lessons learned from the Parks Investment Project was that the Council's ambitions for traditional park amenities (e.g., soft landscaping and play areas) and built infrastructure (e.g., pavilions and tennis courts), have not historically been considered together. This meant that improvement plans did not always align, leading to missed opportunities.

### **Developing the Strategic Vision**

18. The first step in delivering on the outcomes and recommendations from the studies is the development of a Strategic Vision, to serve as a blueprint for investment in our green spaces as resources become available. This work took place through 2021 and 2022.
19. An officer working group was convened to produce a single Strategic Vision, incorporating the recommendations from both the Playing Pitch and Play and Amenity Green Space Studies, and also taking into account play provision scores.

20. The working group identified five key areas against which to assess each green space, play area and sports pitch, and identify its relative priority for improvement, pending the identification of the necessary funding:
  - a) The need for more youth provision
  - b) The availability of existing and forthcoming s.106 funding
  - c) The quality, range, and variety of existing play space provision
  - d) Reference to priorities identified within the Playing Pitch Study Action Plan
  - e) The need to address identified deficits (including accounting for planned future housing growth)
21. Another key strand of this work was to understand which of the Council's green spaces might be candidates for a site-wide masterplan (of the type currently being delivered at Hemsley's Meadow, Mount Noddy and Victoria Park). This assessment was carried out based on the current layout and location of the space, the range of facilities it currently offers, and its importance as a strategic/ neighbourhood facility.
22. Lessons learned from the Parks Investment Programme about pavilions, outdoor sports courts and multi-use games areas have also been taken into account. This ensures a whole area approach which captures all key priorities for investment in a single place.
23. It should be noted however that only pavilions for which the Council has maintenance and management responsibility have been considered. Those owned by, or leased to third parties would need to be considered for investment on a case-by-case basis as and when the site operator presents a business case.

### **Play Area Review**

24. It was identified in the Play and Amenity Green Space Study that most stakeholders feel there is sufficient supply of play areas across the district; and the quantitative assessment confirms an over provision of play areas in some areas of the district. Effectively, there are areas in the district where there are too many small play areas with limited play value.
25. In total, the Council maintains over 130 play areas and, during the Coronavirus pandemic, to inform a phased re-opening programme, Officers undertook a desk-based assessment of which play areas were considered to be of lower value than others, placing them into four tiers, as follows:
  - Tier 1 play areas- located in the Council's high profile, destination parks.
  - Tier 2 and Tier 3 play areas- located in large rural centres or areas where there is no other access to play facilities.
  - Tier 4 play areas- small, local facilities of limited play value where other, better play areas are within easy walking distance.
26. Following lockdown, only the play areas in Tiers 1-3 were initially opened. This ensured a good geographical spread of open play areas, providing coverage in our towns and villages (where not covered by a high-profile play facility), and wherever possible, ensuring that everyone had access to a play area within 1,000 metres of their home.

27. It is proposed that these play areas (of which there are approximately 40) will be subject to a detailed review over the coming 12 months, building on the previous desk-based study. This will identify whether they should be retrospectively added into the programme for future investment at the appropriate time, consolidated with another play area or removed entirely.

### **Prioritised Programme**

28. Applying the principles outlined above, the table at Appendix 1 sets out a draft prioritised programme of works.
29. This is intended to serve as an evidence base for securing and collecting s106 contributions, and to identify a prioritised programme of improvements that can be progressed as funding and resources become available.

### **Financial Implications**

30. As noted above, a key consideration for the prioritisation of projects was the availability of s.106 funding. Therefore, where possible, those sites where existing funding is available (or where there is a future funding commitment) have been promoted. This is to avoid too great a draw on the Council's reserves, ensure collected s106 is spent before it becomes time-expired, and also allow time for the collection of s106 in locations where there is a current deficit of funds.
31. The work that has been carried out to date on available s106 has been high-level, looking at both money in the bank and money that has been signed-for but not yet received, to provide an idea of what might be available.
32. Alongside this work, Officers have been exploring any scope there might be to re-negotiate and re-allocate some of the money we have already collected between projects in the same ward/ locality. An approach to this is currently being tested with the first round of Parks Masterplans and, if successful, it may enable (subject to the agreement of the developers involved) some of the money that is currently allocated to lower-priority projects to be pulled forward, to fund higher-priority projects; with a view to collecting money for those lower priority projects nearer the time.
33. In addition to the work on s106, consideration is given, during the development of every project as to what external funding might be available to supplement the budget and further reduce the call on General Reserves. Examples include Football Foundation, Lottery Funding, UKSPF and funding from Town/ Parish councils.

### **Risk Management Implications**

34. A number of project risks have been identified. The key risks are as follows, and these will be closely monitored and managed as the programme is taken forward:
  - a) Project budget- Whilst the programme has been carefully designed to minimise the draw on Capital Reserves, additional funding may be required to implement some of the individual projects, depending on their timing and the ability to negotiate the reallocation of some collected s106/ secure external funding.
  - b) Increasing costs- Construction and labour costs are increasing, and it is possible that outline budgets may not be sufficient to achieve all identified improvements. These increases are also impacting on lead times and may impact on the number of companies bidding for aspects of the programme.

## **Equality and Customer Service Implications**

35. Equality Impact Assessments will be carried out, as required, as projects come forward.

## **Sustainability Implications**

36. The delivery of the Parks Delivery Plan will support a number of the actions identified in the Sustainable Economy Strategy, as follows:
  - a) Use the Council's contracts to encourage procurement of goods and services from local SMEs and third sector organisations
  - b) Support and deliver, where possible, a package of improvements, including public realm improvements, to enhance the economic resilience and attractiveness of the District's town and village centres, including delivering the Council's Car Parking Strategy and Parks Investment Plan.
  - c) Continue to secure a Green Flag award for at least one park in each town centre.
  - d) Refresh the management plans for the Council's countryside sites to ensure they deliver maximum benefit in terms of biodiversity and environmental impact.
  - e) Build on the success of local rewilding initiatives to oversee a managed and incremental growth in the proportion of Council-owned land managed for biodiversity under the national BLUE campaign.

## **Background Papers**

None

## Appendix 1

Priority	Category	Project	Funding
1	Playgrounds	Begin review of 'Tier 4' Play areas.	Within existing resources
		Refurbish Leylands Park Bike Track and Dirt Jumps	Existing revenue funding
	Parks Masterplans	Commencement of Phase 1 Park Masterplan implementation at:  Victoria Park, Haywards Heath Mount Noddy Recreation Ground, East Grinstead Hemsleys Meadow and Andrews Field, Pease Pottage	S106/ UKSPF/ Capital reserves allocated
	Sports Pitches	Resurface and/ or colour deck/ repaint:  Tennis Courts at Beech Hurst Gardens and Lindfield Common	Beech Hurst Charity Funding/ Existing revenue funding
	Pavilions	Commence refurbishment/ upgrade Hickmans Lane Pavilion.	S106/ Capital reserves allocated/ external funding (Football Foundation)
2	Playgrounds	Conclude review of 'Tier 4' Play areas and development of action plan.	Within existing resources
		Refurbish Playground at Marle Place, Burgess Hill	Within existing resources
	Parks Masterplans	Continuation of Phase 1 Park Masterplan implementation at:  Victoria Park, Haywards Heath Mount Noddy Recreation Ground, East Grinstead Hemsleys Meadow and Andrews Field, Pease Pottage  Commencement of Phase 2 Park Masterplan implementation at:	S106/ UKSPF/ Capital reserves allocated

Priority	Category	Project	Funding
		London Road Recreation Ground, Hassocks (excluding building) Brooklands Park, East Grinstead St Johns Park, Burgess Hill (including BHCC pavilion improvements)	S106/ UKSPF/ Capital reserves/ BHTC/ BHCC TBC
	Sports Pitches	Colour deck/ repaint MUGAs at  Tim Farmer Rec Marle Place	S106/ Existing revenue funding
37. 3	Playgrounds	Refurbish Playgrounds at:  Primrose Close, Burgess Hill Pavilion Way, East Grinstead The Glades, East Grinstead Pinewood Way, Haywards Heath Balcombe Recreation Ground	S106/ Capital reserves TBC
	Sports Pitches	Sports pitch improvements at:  Balcombe Recreation Ground KGV Playing Field, Crawley Down  Resurface and colour deck/ repaint:  Tennis Courts at John Pears, St Johns, Victoria Park MUGAs at Turners Hill, Albourne Recreation Ground, Bolney Recreation Ground	S106     Existing revenue funding
4	Parks Masterplans	Prepare Parks Masterplan for Clair Park, Haywards Heath	General reserves
	Playgrounds	Refurbish Playgrounds at:  Balcombe Recreation Ground Barley Drive, Burgess Hill Coulstock Way, Burgess Hill Wyvern Way, Burgess Hill Imberhorne Lane Recreation Ground, East Grinstead Priory Way, Haywards Heath Dunlop Close, Sayers Common	S106/ Capital reserves TBC



Priority	Category	Project	Funding
	Sports Pitches	Sports pitch improvements at:  Humphry's Field, Copthorne Imberhorne Lane Recreation Ground, East Grinstead Whitemans Green, Cuckfield	S106/ Capital reserves TBC
	Pavilions	Refurbish pavilion at Whitemans Green, Cuckfield	S106/ Capital reserves/ External Funding- TBC
5	Playgrounds	Refurbish Playgrounds at:  Denham Rd, Burgess Hill Warelands, Burgess Hill Newton Avenue, East Grinstead Parklands, Hassocks Oakhurst, Sayers Common Scaynes Hill Recreation Ground Sharpthorne Recreation Ground	S106/ Capital reserves TBC
	Sports Pitches	Sports pitch improvements at The Havens, Crawley Down	S106/ Capital reserves TBC

This page is intentionally left blank

## SCRUTINY COMMITTEE WORK PROGRAMME – PLACE AND ENVIRONMENT

REPORT OF: DIRECTOR OF RESOURCES AND ORGANISATIONAL DEVELOPMENT  
Contact Officer: Kevin Toogood, Monitoring Officer [kevin.toogood@midsussex.gov.uk](mailto:kevin.toogood@midsussex.gov.uk)  
Wards Affected: All  
Key Decision: No  
Report to: Scrutiny Committee for Place and Environment  
18<sup>th</sup> October 2023

---

### Purpose of Report

1. The purpose of the report is to set out the matters which the Scrutiny Committee for Place and Environment has agreed to scrutinise for the municipal year 2023-24 and beyond, noting these can be amended and refreshed as appropriate by the committee.

### Recommendation

2. **The Committee is recommended to:**
  - i. **Confirm the work programme for the municipal year 2023/24 and beyond.**
  - ii. **Note the alternative approaches by which Scrutiny may receive information and consider matters.**
  - iii. **Note the process for Scrutiny Members requesting, via the Chairman, further topics to be considered by the committee.**

### Background

3. Scrutiny committees are established under the Local Government Act 2000 to act as a “critical friend” to Cabinet. They act as part of the system of checks and balances on the exercise of the Council’s functions and can make recommendations to Cabinet and Council on policies and actions pursued (or proposed) by the authority.
4. In particular, scrutiny committees have the power to look into any matter which affects the District, and which is relevant to the work of the Council. Recent examples of this include the previous Council inviting the water companies to attend the scrutiny committee to discuss the water outages which affected the District during the Winter in 2022.
5. The committee has 4 scheduled meetings in the municipal year 2023/24 (16 meetings across the municipal cycle). The work themes for the Scrutiny Committee for Place and Environment are:
  - Plan-making (i.e., the District Plan and other matters forming part of the statutory Development Plan);
  - Burgess Hill Town Centre and Burgess Hill Growth Area;
  - Gatwick Airport
  - Clair Hall
  - Economy and Sustainability
  - Digital infrastructure
  - Leisure
  - Parking
  - Estates

- Parks and Open Spaces
- Building Control
- Development Management.

## Work Programming

6. The committee sets its own work programme. The Constitution requires that in doing so it must take account of (but does not have to agree to):
  - The views of members of minority parties sitting on the committee
  - Requests from a member of the committee to consider a matter relevant to the functions of another committee upon which that member sits (for example a member of Licensing committee who is also a member of this committee could request that the committee considers a proposed licensing policy)
  - Requests from any member of the Council for the committee to consider a local government matter, subject to taking note of any guidance issued by the Secretary of State.
7. Certain matters are excluded from the work of scrutiny committees by law:
  - Crime and disorder
  - Planning decisions
  - Licensing decisions
  - Any matter where a right of review or appeal exists
  - Any matter which is vexatious, discriminatory, or unreasonable to include on an agenda.
8. Scrutiny activities do not necessarily need to take place in scrutiny committee, and, throughout the municipal cycle, there may be a need to convene working groups and “task and finish” groups drawn from the committee to look at specific matters in further detail. It is also valuable for members of the committee to be able to speak to each other outside of meetings and to prepare as much as possible in advance to get the most out of formal meetings. This should be borne in mind when setting the work programme for the formally scheduled meetings of the committee.
9. **Briefing notes:** The Committee may also make requests about topics for which the Scrutiny Committee requires further information. In this case, a briefing note will be recommended to the Committee as the most effective use of their and Officers’ time. This enables the Committee to receive information and consider whether there is a need for a Scrutiny review and if so to make recommendations to the Chair about what such a review may cover.
10. **Workshops:** There may be pieces of work for which a less formal meeting approach is more appropriate, or conversely significant pieces of work for which additional pre-work may be beneficial to fully enable the Scrutiny debate. In these instances, a workshop of the Scrutiny Committee is recommended as a way to enable members to receive further information and engage in discussion in advance of a matter being considered at a formal Scrutiny meeting (where this is appropriate).
11. **Formal requests:** It is proposed that having formed the annual programme, further requests for topics to be added should be suggested to the Chairman with clarity around the topics and the ambitions of any consideration by Scrutiny. Scrutiny request forms, which are available to help set out the basis for consideration, are available from Democratic Services or the Chief Executive’s Office and also as appendix A to this report.

12. Under the Council’s constitution, matters forming part of the adopted “policy framework” (which, of most relevance for this committee will include the District Plan) must be notified to the Chairman of the committee, giving at least 6 weeks’ notice before Cabinet proposes that policy to the Council for adoption, to enable the committee to consider the matter if it so wishes. As a matter of good practice, it is suggested that the District Plan be included in the work programme for the committee.
13. The forward plan sets out the programme under which Cabinet proposes to make Key Decisions – decisions likely to have a “significant” effect in the District and this can be useful to inform the work programme of this committee. Additionally, officers will suggest potential significant projects which may benefit from scrutiny input.
14. On 14<sup>th</sup> June 2023, Management Team met with the Chairmen and Vice-Chairmen of both of the scrutiny committees along with Cabinet to informally discuss forthcoming matters which might benefit from scrutiny input. All parties understood the importance of working collaboratively, with an expectation that Cabinet members would ordinarily be in attendance at committee meetings in order to account (in particular) for proposed policy/ strategy direction and listen to the committee’s views.
15. In setting the committee’s programme, it was noted that because of the need to prioritise key matters for the committee, the committee might want to consider looking beyond this municipal year and further into the municipal cycle when considering setting the programme.
16. Cabinet members expressed a desire to ensure that the scrutiny committees do take account of the wishes of minority party members and also suggested a number of topics that they wished the committee to consider within the work programme. These were: Clair Hall, Sustainable Economic Strategy 1-year review and the Parks Masterplan
17. To accommodate external partners, it is suggested that these issues are programmed later in the programme so that officers can work with those external partners to secure their involvement. In addition, for meetings where the committee is looking at the work of external partners, it is suggested that these should be single-item agendas.
18. With all of these points in mind, officers have compiled a list of matters which this committee may wish to consider including in its work programme. In considering this list, members are asked to consider what information they are likely to need to effectively consider the matters in question and the likely attendances (from officers and/ or Cabinet members) they are likely to require.

<b>Item</b>	<b>Meeting Date</b>
District Plan – Review of draft Regulation 19	22 <sup>nd</sup> November 2023
Leisure Strategy	8 <sup>th</sup> May 2024
Invite the Energy Companies/UKPN – to outline how they plan and deliver services to existing and new homes.	TBC
Clair Hall	TBC

### **Financial Implications**

19. The committee can utilise resources such as expert witnesses to inform its work where this is considered necessary and, in this case, there will be a cost to bringing in that external expertise.

### **Other Material Implications**

20. In setting its work programme the committee should consider the general resource implication for the authority of facilitating an effective discussion. Where possible the committee should try to give advance indication of likely avenues of discussion or questions for officers or cabinet members to enable a properly informed discussion to take place. The resource needs of the committee must be balanced against the general operational needs of the Council, its resources, and the ability of its officers to carry out their tasks in supporting the operation of the authority as a whole.

### **Risk Implications**

21. The work programme of the committee does not carry an inherent risk, but if the committee is unable to agree upon a programme there is a risk that it will not be able to function as effectively as it could because appropriate preparatory work would not be able to be carried out in a focussed and programmed fashion.

### **Sustainability Implications**

22. None.

### **Equalities and Customer Service Implications**

23. None.

### **Appendices**

Appendix A – Scrutiny Review Topic Request Form

### **Background Papers**

None

## SCRUTINY WORK PROGRAMME REQUEST

<b>Scrutiny Committee:</b> <u>(delete as applicable)</u>	Place and Environment/ People and Communities							
<b>Name of Committee Member:</b>	Cllr							
<b>Date Request Submitted to Chairman:</b>								
<b>Topic:</b>								
<b>Please provide an overview and reasoning for the request to be added to Work Programme:</b>								
<b>Criteria (please complete all that apply)</b>								
<b>Is the topic to provide the Committee with wider knowledge to better understand the topic rather than scrutinising a decision. Please explain:</b>								
<b>Does the topic relate to a Council priority (as identified in the Corporate Plan)? If so, please state.</b>								
<b>Is the topic of particular public interest and/or controversy? Please explain briefly:</b>								
<b>How could Scrutiny add value?</b>								
<b>What impact could scrutiny have? What are the intended outcomes and/or outputs?</b>								
<b>Chairman Comments to Management Team:</b>								
<b>Outcome</b> (following Chair meeting with Management Team)	Meeting	Y/N	Workshop	Y/N	Briefing Paper	Y/N	No Further Action	Y/N
<b>If meeting – state date to be added to Scrutiny Work Programme</b>								

## Guidance Notes

1. The purpose of a request to come to Scrutiny is to enable the Committee to carry out its function which is to ultimately improve the lives of local people through improved public services. To justify the resources allocated to scrutiny it is important to be able to demonstrate that scrutiny work adds value and makes a difference to local people.
2. Complete this form and email it to your Chairman and Vice-Chairman. Your Chairman and Vice-Chairman will be happy to discuss the topic with you to best ascertain the purpose of the request.
3. The Chairman and Vice-Chairman will discuss the topic with officers (Management Team) and agree on the best method of delivering your outcome. Whether this be
  - a. Meeting (to be added to the work programme)
  - b. Workshop (open to all Scrutiny Members and where necessary all Members as part of the Councillor Development Programme)
  - c. Briefing Paper (a written paper for the Scrutiny Committee)
  - d. No Further Action
4. The [Constitution](#) provides further information on Terms of Reference and specific functions of the Committees.
5. If Members have any questions regarding this form, please speak to your Chairman or the Assistant Director of Legal and Democratic Services.

