

Member Information Service

Decisions made by Cabinet Members

The following decision has been made by the Deputy Leader and will come into effect at 10.00a.m. on Thursday 26 January 2023, unless the call-in procedure is activated. If you wish to request that a proposed decision is called in, please contact Member Services on 01444 477222 (Option 2) or e-mail committees@midsussex.gov.uk in addition to making a written request to the Monitoring Officer, Kevin Toogood.

Approval for the award of Protection & Security Term Maintenance Contract to the Identified Most Economically Advantageous Tenderer

The Deputy Leader authorised the award the contract to Contractor B who provided the most economically advantageous tender.

A copy of the report is attached to this email. In due course, the report will be an Executive Decision which can be found [here](#).

Committee Meetings

The Programme of Meetings for 2022-23 was agreed at Annual Council.

Please note that meeting start times vary.

All meetings are IN-PERSON in the COUNCIL CHAMBER unless otherwise stated.

Meetings for January and February are listed below:

JANUARY 2023

~~18 January – Scrutiny Committee for Planning, Economic Growth and Net Zero @ 7pm – Please note this meeting has been cancelled.~~

19 January – District Planning Committee @ 2pm

23 January – Liquor Licensing Panel @ 2pm

~~25 January – Charity Trustees @ 6:45pm & Council @ 7pm – Please note that Charity Trustees has been cancelled due to lack of business.~~

FEBRUARY 2023

1 February – Scrutiny Committee for Community, Leisure and Parking @ 7pm

6 February – Cabinet @ 4pm

7 February – Licensing Committee @ 7pm

9 February – Planning Committee @ 4pm

10 February – Liquor Licensing Panel @ 10am

16 February – District Planning Committee @ 2pm
20 February – Cabinet Grants Panel @ 4pm
20 February – Standards Committee @ 6pm
21 February – Audit Committee @ 7pm

Democratic Services has updated your O365 calendar with the new dates and times. Regular updates on the status of meetings in the forthcoming period will be provided to Members and the Council's public facing website will be continually updated.

Agendas – Items to be Considered

District Planning Committee – 19 January 2023 @ 2pm

Recommend for Approval

DM/22/2012 | Land To West Of Goldcrest Drive, Sayers Meadow, Sayers Common, West Sussex, BN6 9EH - Erection of a 2 storey, 66 bed care home for older people with associated access, car parking and landscaping. (Additional drainage information and plans received 2nd September 2022). (Amended plans received 8th December 2022 showing a revised design and elevation treatments and amendments to parking area) - <https://pa.midsussex.gov.uk/online-applications/applicationDetails.do?activeTab=externalDocuments&keyVal=RDZM19KT04L00>

Liquor Licensing Panel – 23 January 2023 @ 2pm

Application for a New Premises Licence.

Council – 25 January 2023 @ 7pm

Polling Districts & Polling Places 2023.

Appointment of representatives to the Independent Remuneration Panel from 1 July 2023.

Member Development Learning

Learning Pool

For online training that you can do conveniently in your own time, please visit the Learning Pool.



To complete your online learning pool training modules please visit:

<https://stc.learningpool.com/login/index.php>

The modules available for Members to complete are:

- Safeguarding Adults
- Safeguarding and Child Protection
- County Lines
- What is GDPR?
- Getting Started with Social Media.
- Business Continuity Management.
- Annotating and Editing Documents.
- Planning Application Decision Making for Members

Information and News

Bring Photo ID to vote, from May 2023

The Elections Act 2022 introduced a requirement for voters to show photo ID when voting at a polling station at some elections. This new requirement will apply for the first time in England at the local government elections on Thursday 4 May 2023. Even those already registered to vote in Mid Sussex and who receive a poll card, must still bring photo ID to vote at a polling station.

Which forms of photo ID can electors use to vote?

Many voters will have a form of photo ID that is acceptable. They can use any of the following:

- Passport
- Driving licence (including provisional license)
- Blue badge (issued to disabled / chronically sick persons)
- Older Person's Bus Pass, Disabled Person's Bus pass
- Oyster 60+ Card
- Freedom Pass
- Identity card with PASS mark (Proof of Age Standards Scheme)
- Biometric Immigration document
- Ministry of Defence identity card
- National identity card issued by an EEA state

For more information on which forms of photo ID will be accepted, visit electoralcommission.org.uk/voterID or call their helpline on 0800 328 0280.

For those who don't have an accepted form of photo ID

Voters who don't already have an accepted form of photo ID, or who are not sure that the photo ID still looks like them, can apply for a free voter ID document, known as a **Voter Authority Certificate**. Applications are made via: voter-authority-certificate.service.gov.uk. Alternatively, they can complete a paper application form and send this to the electoral services team here at Mid Sussex District Council.

The Electoral Commission (EC) Launches Public Awareness Campaign

The EC's public awareness campaign launched in England on Monday (9 January). The campaign concept, 'Note to self', aims to raise awareness of the new requirement. 'Note to self' features giant handwritten sticky notes as unmissable reminders that will prompt voters to bring their ID on polling day. Voters can expect to see the sticky note reminders across advertising channels including billboards and buses, online in their social feeds, on website banners and in local



newspapers. The Commission's TV advert will appear on linear TV and 'Video on Demand' and will be used across a range of digital channels to increase the shareability of the campaign. Campaign adverts will direct voters to the EC's website to find out more information.

The Council is complimenting the national campaign with our own messaging on social media, via the print media, through stakeholders and partner communications, on our refuse trucks and much more. If Members have questions, please do contact our Electoral Services team via email to: elections@midsussex.gov.uk or by telephone on: 01444 477222 (option 1).

How to apply for a Voter Authority Certificate

DLUHC has today (16 January) published information on how to apply for a photo ID to vote (called a 'Voter Authority Certificate').

Individuals will be able to use the Voter Authority Certificate to vote in person in some UK elections and referendums, however, it cannot be used as proof of identification for any other reason.

Individuals only need to apply for a Voter Authority Certificate if:

- they do not have accepted photo ID
- they no longer look like the photo on their ID
- the name on their photo ID is different to their name on the electoral register

DLUHC has also published forms to apply for a Voter Authority Certificate by post and for individuals who are living abroad, in the armed forces, a Crown Servant or a British Council employee.

Councils are encouraged to share this information as appropriate.

More information:

<https://www.gov.uk/apply-for-photo-id-voter-authority-certificate>

Forms:

<https://www.gov.uk/government/publications/apply-for-a-voter-authority-certificate-by-post-if-youre-living-in-the-uk>

<https://www.gov.uk/government/publications/apply-by-post-for-a-voter-authority-certificate-if-youre-living-abroad-in-the-armed-forces-a-crown-servant-or-a-british-council-employee>

Polling Scheme 2023

The Returning Officer is pleased to attach to this email the scheme of Polling Stations for 2023 for information. This is separate and subject to the report to Council on 25 January which seeks approval for a small number of Polling Places (venues) that are situated outside of district ward boundaries.

South Downs News

Please find the latest edition of the South Downs News:

[South Downs News - January 2023](#)



COVID-19 News

Covid is now endemic, and we are working to live with it. Covid rates in West Sussex and across the UK had gradually risen during the festive period however now shows signs of falling. The West Sussex rate now averages about 85.3 cases per 100,000.

The best way to avoid serious illness from a Covid infection is to maintain the benefits of vaccination. Everyone aged 5 and over is eligible for a Covid vaccination. Booster vaccinations are available for all those aged 50 years plus or otherwise vulnerable. These booster vaccinations are now being carried out at Clair Hall and across West Sussex. They can be booked online or at some places a walk-in service is available.

Flu vaccinations are also well underway with walk-ins at many pharmacies.

Please see the latest public data from West Sussex [here](#).

Still Time to Get the Flu Vaccine

The Department of Health and Social Care is urging all those eligible for the flu vaccine to come forward as cases rise to levels not seen since before the COVID-19 outbreak. There is a particular need for pre-schoolers, pregnant women and those in the care and health workforces to take up the offer.

Unpaid carers are also entitled to resources and services including free vaccination for COVID-19 and flu.

To learn more, and promote the benefits of vaccination to care colleagues, the Campaign Resource Centre has question-and-answer leaflets, posters, social media content and stickers, all free to download to help councils with their communications.

A Stay Well this Winter leaflet for 2022/23 is also available to download and provides health information and guidance on how to stay well over the winter months. Those that have symptoms of the flu or COVID-19, should try to stay at home and avoid contact with others to protect friends and loved ones, if they can.

Councils are encouraged to share this information as appropriate.

Resources:

<https://twitter.com/UKHSA/status/1605498414678122501/photo/1>

<https://campaignresources.phe.gov.uk/resources/campaigns/92-health-and-social-care-workers-winter-vaccinations-2022/resources>

<https://drive.google.com/drive/folders/1YFEG1LjGxQFiNgSD7esXa97w0WFoWPKR?wp-linkindex=6>

<https://campaignresources.phe.gov.uk/resources/campaigns/97-stay-well-this-winter/resources>

National Booking Service:

<https://www.nhs.uk/conditions/coronavirus-covid-19/coronavirus-vaccination/book-coronavirus-vaccination>

<https://www.nhs.uk/conditions/vaccinations/flu-influenza-vaccine>



Personal Safety for Councillors – Webinar

As part of the Local Government Association's (LGA's) Civility in Public Life Programme, they are hosting a series of webinars on councillor personal safety and handling online abuse and intimidation. The programme, funded by the government, has been devised for councillors who want to improve their awareness of personal safety.

The LGA is hosting a webinar from 6:00 – 7:30pm on 1 February. The session will offer practical advice on the steps that can be taken to manage trolls and cyber-bullies, including a gentle introduction to the legal framework around social media posts. There will be guidance on how to be safe online generally, as well as tips on how to create a positive online presence.

Webinar:

<https://lgaevents.local.gov.uk/lga/frontend/reg/thome.csp?pageID=586824&eventID=1691>

<https://lgaevents.local.gov.uk/lga/frontend/reg/thome.csp?pageID=587165&eventID=1692>

