

**Minutes of a meeting of Council
held on Wednesday, 30th January, 2019
from 7.00 pm - 8.17 pm**

Present: B Forbes (Chairman)
C Trumble (Vice-Chair)

J Ash-Edwards	C Hersey	K Page
E Belsey	M Hersey	G Rawlinson
J Belsey	C Holden	P Reed
M Belsey	A Jones	R Salisbury
M Binks	J Knight	L Stockwell
P Bradbury	J Landriani	D Sweatman
C Catharine	Andrew Lea	M Thomas-Atkin
R Cherry	Anthea Lea	N Walker
R Clarke	J Llewellyn-Burke	G Wall
P Coote	A MacNaughton	A Watts Williams
R de Mierre	G Marples	N Webster
C Fussell	G Marsh	J Wilkinson
S Hansford	H Mundin	P Wyan

Absent: Councillors A Barrett-Miles, L Bennett, A Boutrup, H Brunsdon, T Dorey, D Dorking, S Ellis, S Hatton, G Heard, E Matthews, N Mockford and P Moore

Also Present: Councillors

1. OPENING PRAYER

The opening prayer was read by the Vice-Chairman.

2. TO RECEIVE QUESTIONS FROM MEMBERS OF THE PUBLIC PURSUANT TO COUNCIL PROCEDURE RULE 9.

None.

3. TO CONFIRM MINUTES OF THE MEETING OF COUNCIL

The minutes of the meeting of Council held on 12 December 2018 were agreed as a correct record and signed by the Chairman.

4. TO RECEIVED DECLARATIONS OF INTEREST FROM MEMBERS IN RESPECT OF ANY MATTER ON THE AGENDA

In relation to item 7, Councillor Andrew Lea declared an interest as a West Sussex County Councillor. Councillor Jones declared an interest as a West Sussex County Councillor in relation to the report of the Cabinet Member for Community at item 13.

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

None.

6. CHAIRMAN'S ANNOUNCEMENTS

The Chairman drew Members attention to a letter received from the Royal British Legion Sussex County Branch, thanking the Chairman for the level of Council support at British Legion events over the past year. He also confirmed that over £6,000 has been raised for his chosen charity Sullivan's Heroes, and thanked the Democratic Services team for their support in arranging the events.

7. REPORT OF THE CONSTITUTIONAL GROUP 2018/19

Councillor Holden moved this item which detailed the findings of the Constitutional Review Group 2018/19. He proposed that the report be approved and this was seconded by Councillor MacNaughton.

In answer to questions from Members, Councillor MacNaughton confirmed that additional wording of 'where applicable' should be included in the Constitution to clarify when items can be interchanged between the District Planning Committee and the evening Planning meetings. Items where experts are required to attend will remain at the daytime District Planning Committee. With regards to the Scrutiny Committees he felt that the proposed distribution of portfolios would ensure an even balance between the three committees.

It was confirmed that the overall scrutiny of progress with the economic growth programme would remain under the remit of the Scrutiny Committee for Leader, Finance and Performance, as part of the quarterly performance report.

The Chairman took Members to the recommendations, including the clarification of wording regarding the planning committees. These were agreed unanimously.

RESOLVED

Council agrees that:

- 3.1 The work of the Cabinet Member for Community transfers to the Scrutiny Committee for Customer Services and Service Delivery.
- 3.2 The work of the Cabinet Member for Economic Growth transfers to the Housing and Planning Scrutiny Committee.
- 3.3 The Leader, Finance and Performance Scrutiny Committee retains the scrutiny of the Leader's role which includes working with outside bodies to generate economic development.
- 3.4 Two Planning Committees be established each with a membership of 12 from a planning base of 20 trained planning members as detailed in this report.
- 3.5. The changes at Appendix 1 be agreed in the planning delegations.

- 3.6 The changes to the Financial Standing Orders at Appendix 2 be agreed.

8. THE MID-SUSSEX DISTRICT COUNCIL (IDENTIFICATION IN POLLING STATIONS) PILOT ORDER 2019

The Solicitor to the Council introduced the report and confirmed that if the Council agrees the Pilot Order, it will then be presented to the Minister for Parliamentary Approval. In addressing Member's concerns he confirmed that there is a wide range of acceptable photo card ID should electors not have a photo driver's license. He encouraged Members to advise residents to bring their poll card to the polling station as the main form of ID to vote. If it is lost, they can contact the Electoral Services team for it to be reissued.

The Chairman proposed that the recommendation be approved and this was agreed unanimously.

RESOLVED

Council approves:

The Mid-Sussex District Council (Identification in Polling Stations) Pilot Order 2019, and;

- (a) That Council authorises the Head of Regulatory Services (The Returning Officer) to accept such minor amendments as the Cabinet Office or The Minister may require.

9. POLLING PLACES AND POLLING SCHEME FOR 2019

The Solicitor to the Council introduced the report to seek Council's agreement of the polling places that lie outside the council wards for any electoral events that arise in 2019.

The Chairman proposed that the recommendations be approved and these were agreed unanimously.

RESOLVED

Council approves that:

The polling places for all polling districts be defined as the entire District Council ward in which the polling district is situated, with the following exceptions:

- (a) Polling Place for Polling District BAC in Ashurst Wood Ward be designated East Court, College Lane, East Grinstead;
- (b) Polling Place for Polling District BCF in Herontye Ward be designated East Court, College Lane, East Grinstead;
- (c) Polling Place for Polling District FCB in High Weald Ward be designated King Edward Hall, High Street, Lindfield;

- (d) Polling Place for Polling District IE in Cuckfield Ward be designated Ashenground Community Centre, Vale Road, Haywards Heath.
- (e) Polling Place for Polling District KEE in Dunstall Ward be designated St Edward the Confessor Church Hall, Burgess Hill;
- (f) Polling Place for Polling District KFB in Victoria Ward be designated St Wilfrid's Parish Hall, Station Road, Burgess Hill; and
- (g) Polling Place for Polling District HBB in Haywards Heath Franklands Ward be designated the Baptist Church, Sussex Road, Haywards Heath.

10. APPOINTMENT OF REPRESENTATIVES TO THE INDEPENDENT REMUNERATION PANEL FROM 1 JULY 2019

Councillor Thomas-Atkin moved the item in order to begin the recruitment process. This was seconded by Councillor Wall who noted that the outgoing Remuneration Panel had provided a sound platform for the Council to move forward with regards to setting appropriate allowances.

As there were no Members wishing to speak, the Chairman took Members to the recommendation which was approved unanimously.

RESOLVED

Council agreed:

To appoint a panel of three Members (being the Deputy Leader, the Cabinet Member for Finance and Performance, and the Cabinet Member for Community) for the interviewing purpose in order to recommend three persons to join the Independent Remuneration Panel for a 4 year term.

11. HACKNEY AND PRIVATE HIRE DRIVER CODE OF CONDUCT

Councillor Knight proposed that the report be approved, noting that the information had been debated and endorsed by the Licensing Committee on 18 September. He confirmed that the Council sets high standards for its taxi fleet and drivers and this is a further endorsement to ensure the public continues to be protected. The proposal was seconded by Councillor Webster who confirmed that the Code of Conduct will become part of the Private Hire and Hackney Carriage policy and is an addendum to the terms and conditions and licensing rules that drivers have to abide by. The wider policy comprehensively covers inappropriate behaviour such as alcohol consumption and smoking, with drivers fully aware that if they breach the terms, they will be brought before the Licensing Committee and may have their license removed. Enforcement is carried out by the Taxi Licensing Officer who regularly carries out spot checks.

The Chairman took Members to the recommendation which was approved unanimously.

RESOLVED

That Council approved the Programme as detailed in Appendix 1 of the report.

12. TO RECEIVE THE LEADER'S REPORT

The Leader acknowledged the benefits of rationalising the workloads of the three scrutiny committees and offered to attend the committees at any point to address any issues Members wished to raise. He noted that the Scrutiny Committee for Leader, Resources and Economic Growth recently considered the draft Corporate Plan and Budget in detail which will be presented to Council in February. He acknowledged the wider economic position in terms of local government funding and the impacts of the Brexit position, noting that it was recently announced that all Local Authorities in the Country have been awarded modest funding to assist in planning for Brexit.

The Leader highlighted the important recent development regarding the Business Rates Pilot. The whole of West Sussex has been successful in bidding to pilot 75% business rates retention in 2019/20, with the potential to allocate £19m for investment in a digital full fibre infrastructure across the County. He thanked the Head of Digital and Customer Service for his exemplary work in taking this forward.

With regards to the shadow Board for Transport in the South East, the Leader confirmed the body is aiming to become a statutory body by 2020, making it only the second such sub regional transport body in the Country. This is significant because as a statutory body it will have significant influence over Government and the Department of Transport investment decisions in roads and railways. He also noted that progress within the Greater Brighton Economic Board continues to be good and yesterday they agreed their priorities for the next 5 years.

In conclusion, he commented on the importance of the partnership the Council has with Homes England. Members attended a briefing for towns and parishes with Homes England recently in which they presented the ongoing work to plan the Northern Arc in detail, the quality of work and scale of investment.

13. REPORT OF CABINET MEMBERS, INCLUDING QUESTIONS PURSUANT TO COUNCIL PROCEDURE RULE 10.1

Report of the Deputy Leader and Cabinet Member for Economic Growth

The Deputy Leader echoed the Leader's comments regarding the importance of the business rates pilot as it offers a huge opportunity to provide a competitive advantage for the West Sussex economy, particularly with the enhanced digital connectivity.

He confirmed that the Micro Business Grant scheme has recently concluded with over 40 businesses successfully receiving grants of over £70,000 in total. This in turn resulted in over £160,000 match funding being secured. He also confirmed that preparations are underway for the Open-For-Business event being held at the Harlands Road College site, which will be co-hosted by the annual apprenticeship fair run by Mid Sussex District Council and West Sussex County Council. Speakers will include a panel discussion from the Young Apprenticeships Ambassador Network allowing young people to share their experiences of apprenticeships.

Report of the Cabinet Member for Finance and Performance

The Cabinet Member confirmed that the draft Corporate Plan and Budget will be

presented to Council in February, following recent scrutiny by members of the Scrutiny Committee for Leader, Resources and Economic Growth.

She drew Members attention to a report circulated today on the Empty Homes Premium, the purpose of which is primarily to bring homes back into use, and to maximise the income available. She noted that there are a number of circumstances where the premium will not apply. For example circumstances could include properties qualifying for council tax exemption, probate cases and people attempting to sell the property. The local discretionary council tax relief policy would also allow the Council to provide support for customers suffering hardship. In response to Members questions, the Cabinet Member confirmed that the Council Tax Inspectors have records of empty properties and can carry out site visits to check. The Empty Homes Premium also applies to housing association property.

Report of the Cabinet Member for Customer Services

The Cabinet Member provided Members with an update on the Voter ID Pilot and communications to residents. A redesigned leaflet with clear information and Frequently Asked Questions will be issued with Household Notification Letters, Council email signatures will include appropriate messaging and the Pilot will feature in the next edition of Mid Sussex Matters, to be delivered to all households in March.

She acknowledged that the Council's Business Administration apprentice has been in post for 2 months and is an established part of the Comms team. The team have recently made a short film for social media promoting the Council's independent retailer training and has positive received comments from a local business who have found the training beneficial in cutting costs and increasing productivity.

In conclusion the Cabinet Member confirmed that the latest edition of the Mid Sussex More e-newsletter was issued on Monday.

Report of the Cabinet Member for Service Delivery

The Cabinet Member thanked the Scrutiny Committee for Customer Service and Service Delivery for their positive remarks concerning the recycling trial carried out with the British Heart Foundation.

With regards to waste management, he confirmed that fly tipping continues to be an issue with over 16 tonnes cleared in December, although this is down from previous months. Both Mid Sussex District Council and the Waste Reduction Partnership are working together to enhance all recycling options across the District and West Sussex. He concluded by noting that memberships of leisure centres continue to grow, as does attendance across all leisure centres.

Report of the Cabinet Member for Community

The Cabinet Member confirmed that Officers continue to work with partner organisations such as Sussex Police, the Youth Offending Service and Transport Police to manage antisocial behaviour. Officers have recently engaged with community safety officers in coastal areas to address issues with youths travelling within areas. Recommendations on when and how the Council propose to use additional tools to help address key issues around antisocial behaviour were proposed to the Scrutiny Committee for Community, Housing and Planning and staffing resources are being monitored to ensure there is adequate provision to cover the new legislation. In response to Member's questions he confirmed that interaction

with schools is important and in response, Sussex Police have established posts for 20 School Officers across Sussex.

He highlighted the subject of suicide prevention, having recently attended a conference on the subject, drawing Member attention to the importance of having the knowledge of who to call in case of immediate need, when having conversations with residents. He referenced the Grassroots Suicide Prevention which is Brighton based, the Stay Alive app, the Samaritans and 999. He provided statistics from a recent happiness survey of Year 5 and 6 pupils and noted that in-person and on-line bullying was a concern, stressing the importance of parents monitoring social media access.

The Cabinet Member confirmed that he had recently attended a meeting at West Sussex County Council with the Chief Executive of Public Health England to update him on the strong health and well-being partnerships being developed across Mid Sussex. He noted that Mid Sussex District Council is a front runner in this area of work despite not being the responsible authority for wider health care delivery. The Mid Sussex Health and Wellbeing Board was also held last week where a comprehensive view of the Council's wellbeing service offer was presented.

The Cabinet Member will be attending the Police and Crime Scrutiny Panel which will consider a report by the Budget Working Group. As part of this work, the Head of HR for Sussex Police provided evidence on the challenges of recruiting 800 new officers which will lead to a net increase of 200 Officers on the ground by 2022. In addition, the policing settlement announcement allows for increasing of the precept by £24 per annum and the Chief Constable is tasked with identifying where the additional funding could most effectively be used.

In conclusion he provided a positive update from the Environmental Health and Licensing teams that there are currently no food outlets in the District with a zero rating, and the number of outlets rated 1 and 2 have reduced. He also confirmed that the Rt. Hon James Brokenshire MP recently announced that the department for Housing, Communities and Local Government will implement all of the Hackett Enquiry recommendations following the Grenfell Tower tragedy. This means that Local Authority Building Control Officers such as the well qualified ones at Mid Sussex District Council will be the only ones to carry out building control checks on higher risk residential buildings.

The Cabinet Member confirmed that the Mid Sussex Partnership recently agreed funding for the Safe Places pilot in East Grinstead and a Member thanked Inspector Dommett for actively working in East Grinstead, particularly in regards to the Pilot.

Report of the Cabinet Member for Housing and Planning

The Cabinet Member noted the recent training provided to Members on the Homelessness Reduction Act and thanked those who attended.

He highlighted that the Act recognises that preventing people from becoming homeless is the way forward. Currently Registered Social Landlords (RSL's) do not have a duty to refer their tenants when they are at risk of losing their accommodation however the National Federation have now established a Commitment to Refer. The Council will be encouraging RSL's to sign up to this commitment at the next RSL forum. He also noted that the Housing Needs Team have used £155k of the £169k government contribution for Discretionary Housing Payments. As the full amount will be used before the end of the financial year, a £30k top-up has been agreed.

Regarding the Dart, Packer and Manor Court schemes, he confirmed that the Council is continuing to press Clarion to provide more rental units within the new schemes. Demolition of Dart and Packer has been held up by the discovery of bats but should take place after March. Anti-Vandal paint and boarding has been put in place to prevent vandalism, and in response to a Member's query, he will look into resolving issues with the shrubbery by the Manor Court bus stop. With regards to a concern about residents living in damp conditions, he confirmed that Officers can carry out site visits to advise.

The Cabinet Member provided an update on the Pease Pottage Development where work has started on site with the first handover of affordable housing due in 2 years. Radian Housing Association will be the affordable housing provider for the whole scheme and will accept Mid Sussex nominations from the Common Housing Register.

Regarding the Northern Arc, he confirmed that Homes England have submitted an outline planning application seeking consent for approximately 3,000 homes (including 30% affordable housing), new community facilities, three schools, health provision, employment opportunities as well as vehicle, pedestrian and cycle connections.

14. QUESTIONS FROM MEMBERS PURSUANT TO COUNCIL PROCEDURE RULE 10.2

None.

The meeting finished at 8.17 pm

Chairman