

# Member Information Service

## Decisions made by Cabinet Members

The following decisions have been made by Cabinet Members and will come into effect at 10.00a.m. on Thursday 22 August 2019, 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 477062 or e-mail [committees@midsussex.gov.uk](mailto:committees@midsussex.gov.uk), in addition to making a written request to the Monitoring Officer, Tom Clark.

### **Release of S.106 Funds & General Reserves for Refurbishment of Sheddingdean Community Centre**

The Deputy Leader authorised the approval of funding for the Refurbishment Works to Sheddingdean Community Centre. A recent survey identified that the building required a new disabled access ramp and external works to ensure the building is water tight.

### **Approval of Environmental Health Fees and Charges from 1<sup>st</sup> September 2019**

The Cabinet Member for Community authorised the schedule of fees and charges for Environmental Health, effective from 1<sup>st</sup> September 2019. The increase will ensure the fees cover the costs of service provision.

**Copies of the reports are attached to this email. In due course, the reports will be an Executive Decision which can be found [here](#).**

## Committee Meetings

**Please note that all meetings start at 7.00 pm in the Council Chamber, unless otherwise stated.**

### **AUGUST 2019**

15 August – Planning Committee  
20 August – District Planning Committee @ 2pm - **Please note this is an additional meeting**  
22 August – Liquor Licensing Committee @ 10am  
27 August – Cabinet Grants Panel @ 4:30pm  
~~29 August – District Planning Committee @ 2pm~~ **Please note that this meeting has been cancelled**

### **SEPTEMBER 2019**

4 September – Scrutiny Committee for Leader, Finance and Performance  
5 September – Planning Committee  
10 September – Audit Committee  
11 September – Scrutiny Committee for Housing, Planning and Economic Growth  
16 September – Cabinet @ 4pm  
18 September – Scrutiny Committee for Community, Customer Services and Service Delivery

19 September – District Planning Committee @ 2pm  
 23 September – Cabinet Grants Panel @ 4:30pm  
 24 September – Licencing Committee  
 25 September – Charity Trustees @ 6:45pm  
 25 September – Council  
 26 September – Planning Committee

## Agendas – Items to be Considered

### Planning Committee – 15 August 2019

#### Recommended for Approval

**DM/19/1288 | 1st Hassocks Scout Group Scout Headquarters Parklands Road Hassocks West Sussex BN6 8LF** - Replacing existing cladding with brown coated steel sheet cladding and install insulation. Removal of 3 windows on northern elevation. (Revised plans received and changed description 26/06) - <https://pa.midsussex.gov.uk/online-applications/applicationDetails.do?activeTab=externalDocuments&keyVal=PPDRKHKT0DH00>

**DM/19/1922 | Court Bushes Sports Ground Willow Way Hurstpierpoint Hassocks West Sussex BN6 9TH** - Proposed relocation of the existing shipping container (amended description 17.07.2019) - <https://pa.midsussex.gov.uk/online-applications/applicationDetails.do?activeTab=externalDocuments&keyVal=PRWRX8KT0DH00>

**DM/19/2297 | 15 Folders Close Burgess Hill West Sussex RH15 0TA** - Conversion of existing conservatory to a garden room by the replacement of the glass roof with a 'Supalite' tiled roof system - <https://pa.midsussex.gov.uk/online-applications/applicationDetails.do?activeTab=externalDocuments&keyVal=PTEGCEKT0CP00>

### District Planning Committee – 20 August 2019

#### Other Matters

**DM/18/2342 | Land To The Rear Of Friars Oak, London Road, Hassocks, BN6 9NA** - Hybrid application comprising of outline proposal for residential development of 130 dwellings consisting of 12no. 1 bedroom apartments, 27no. 2 bedroom houses, 47no. 3 bedroom houses and 44no. 4 bedroom houses and associated access, together with change of use of part of the land for country open space, following the provision of a new footbridge across the railway. All matters reserved apart from access - <https://pa.midsussex.gov.uk/online-applications/applicationDetails.do?activeTab=externalDocuments&keyVal=PA5KOGKT0CP00>

## Liquor Licensing Committee – 22 August 2019 @ 10:00am

Application to vary a Premises Licence – Licensing Act 2003.

### Member Development Learning


All Member Development Learning Sessions are held in the Council Chamber unless otherwise stated.



Date & Time	Training Event	Indicator
17 September 2019 @ 6:30pm	To be advised	
22 October 2019 @ 6:30pm	Introduction to local government finance and funding <i>(All Members welcome)</i>	
19 November 2019 * @ 6:30pm	Introduction to Housing Services <i>(All Members welcome)</i>	

\*Please note that the Introduction to Housing Services training has moved from 17 September to a new training date of 19 November 2019.

### Member Development Learning Categories

You will have noticed that each Member Development Learning session is given an importance category indicator in the right hand column adjacent to the event details. Please be aware that these indicators have the following meanings:

Indicator	Category definition
	<b>Committee / Regulatory</b> – learning that is <u>essential</u> for Members who have certain regulatory functions or committee duties. E.g. planning training for planning committee Members & Licensing training for licensing committee Members.

	<b>Core Knowledge</b> – tailored learning of a specific nature that is considered <u>important</u> for all Members.
	<b>Councillor Skills</b> – learning that aims to develop a personal skill-set that is highly <u>recommended</u> for Members.

### **Apologies for Absence at Member Development Learning Sessions**

At a recent meeting of the Member Development Working Group (MDWG), it was decided that when Members are unable to attend an in-person training session, they should give apologies for absence together with a brief explanation of the reason for non-attendance. Apologies should be sent in the same way as for committee meetings, via email to: [committees@midsussex.gov.uk](mailto:committees@midsussex.gov.uk)

It is unlikely that party whips would need to know about absence at Member Development Learning sessions, though you may wish to seek advice from your group leader as whether they wish to know.

The MDWG will examine statistical analysis of absence data to identify trends and for quality assurance purposes.

Members may also wish to consider that attendance at training may be published in future, in the same way that meeting attendance is published at each Councillor's profile via the Council's website.

### **Training Sessions**

#### **Learning Pool**

For those who were not able to attend the training session conducted on Tuesday 16 July 2019, please find attached guidance on how to access and navigate through the Learning Pool, a Member online learning tool. Your log-in details for the Learning Pool have been circulated separately.

As stated in the session, one course 'What is GDPR?' is mandatory and as such you are required to complete this module please by **4pm on Friday 30 August 2019**.

## **Information and News**

### **Oak Door Access Code**

As of Friday 9 August, the security code that Members use to access the Oak Door has changed. This in order to resolve a number of recent access issues and will be in a standard format that can be easily remembered. An email and text with further information has been sent to all Members.

### **Mid Sussex Applauds – Promotional Material**

Nominations are now open for our new awards programme, Mid Sussex Applauds. Please do encourage local groups / residents to put forward nominations, and do put forward your own nominations by the deadline.

The nominations process will run from 1 July unto 31 August and nominations are made via an application online. Full details, including nominations criteria are available here: <https://www.midsussex.gov.uk/leisure-sport/mid-sussex-applauds/>