

# Member Information Service

## Committee Meetings

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

### OCTOBER 2018

31 October – Council

### NOVEMBER 2018

7 November – Scrutiny Committee for Customer Services and Service Delivery

12 November – Cabinet @ 4pm

14 November – Scrutiny Committee for Leader, Resources and Economic Growth

20 November – Audit Committee

21 November – Scrutiny Committee for Community, Housing and Planning

### PLANNING COMMITTEES

### NOVEMBER 2018

~~1 November – District Planning Committee @ 2pm~~ – **Cancelled due to lack of business**

8 November – Planning Committee A

22 November – Planning Committee B

29 November – District Planning Committee @ 2pm

## Agendas – Items to be considered

### Council – 31 October 2018

Gambling Act Policy




Recommendations from Cabinet - 15 October 2018

### Planning Committee A – 8 November 2018

**DM/17/2384 | NCP LTD Harlands Road Car Park, Harlands Road, Haywards Heath** - The clearance of the site and the construction of a Building containing 40 residential apartments (17no. 2-bed, 21no. 1-bed and 2 studios), with associated access, car parking, landscaping and ancillary works <https://pa.midsussex.gov.uk/online-applications/applicationDetails.do?activeTab=externalDocuments&keyVal=ORFOIQKT0DA00>

## Member Development Learning

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

Date & Time	Training Event	Indicator
6 November 2018 @ 6:30pm	Member's App for Committee Papers	
22 January 2019 @ 6:30pm	An update for Members on the District Council's housing role and responsibilities including the Homelessness Reduction Act 2017	
5 March 2019 @ 6:30pm	Overview of Parking Services	

### Learning Pool Module: Annotating and Editing Documents

A new Learning Pool Module is now available for Members. The name of the module is 'Annotating and Editing Documents Module'. The module is located under the Essential Committee/Regulatory category. It can also be found in the 'new modules' box and the 'available courses' box. The Learning Pool Module is accessible through <https://stc.learningpool.com>.

## Information and News

### Mid Sussex selected to pilot Voter ID at the May 2019 local elections

The Government is committed to introducing measures to reduce or eliminate potential for electoral fraud at UK elections.

Following a successful Voter ID pilot in 5 local authority areas at the May 2018 local elections at which the Electoral Commission found that only 0.2% of voters were unable to produce acceptable ID *and* as there was no adverse impact on voter turnout, the Cabinet Office has extended the pilot to 14 local authority areas at the May 2019 local elections, 4 of which are in the South East region. Please see the Electoral Commission's 2018 [statutory evaluation](#).

A number of models are being piloted and Mid Sussex has been selected to trial a 'technology-enabled poll card model'. Cabinet Office has rigorously tested and approved the technology to be used and our Democratic Services team is comprehensively planning for the successful delivery of the pilot here in Mid Sussex.

Acceptable forms of ID will be continually promoted to the electorate through an extensive Communications plan, the aim of which is ensure that voters are fully aware of the need to bring their poll card or photo ID to the polling station in order to vote. The pilot is expected to enhance confidence among voters that their vote will count in the way they intended and that potential for electoral fraud is reduced.

The technology-enabled approach further advances our digitisation agenda following national modernisation of Electoral Registration in 2014 and the technological enhancements that have since been achieved at the annual electoral canvass. **It should also significantly speed up voter processing in the Polling Stations and the verification and count processes.**

Members requiring more information are invited to contact Terry Stanley, Business Unit Leader - Democratic Services. Email: [terry.stanley@midsussex.gov.uk](mailto:terry.stanley@midsussex.gov.uk) or Tel: 01444 477415

### **New duties under the Animal Welfare from the 1st October 2018**

On 1 October 2018 The Animal Welfare (Licensing of Activities Involving Animals) (England) Regulations 2018 came into force. The Regulations replace a number of pieces of existing legislation set to be repealed at the end of 2018 and provides a new single licensing regime for a number of animal licensing activities.

As a licensing authority we will need to licence those undertaking the following activities:

- (a) Selling animals as pets.
- (b) Providing or arranging for the provision of boarding for cats or dogs (including kennels, home boarding and day care).
- (c) Hiring out horses.
- (d) Breeding dogs.
- (e) Keeping or training animals for exhibition.

Before the 1st of October we licensed 68 operators ranging from pet shops, kennels and catteries to home boarding in private homes. As the scope of licensing has been extended we anticipate that over the coming year we will deal with 100 additional licences.

The new regulations are very prescriptive and set out how we issue licences and what needs to be included in the licence conditions. As a council we must also assess if a person is 'fit and proper' to hold a licence and that they are trained to provide the best care for the animals.

We now have an option to provide up to a three year licence if we deem the operator can fully meet the licence conditions and can demonstrate a constant approach in providing good animal welfare provision. Similar to that of the Food Hygiene Rating Scheme the regulations have introduced a star risk rating. It will provide a star risk rating for each premises based upon the outcome of the inspection and their record keeping. Premises can now get a score of 1 to 5, with five been the top score. Customers will be able to see the scores of their local operators as they have to display the local authority licence number and name of the issuing authority on documentation.

The Regulation has also provided us with greater enforcement to protect animal welfare. Briefly it allows us to suspend, vary or revoke a licence in cases where licence conditions not being complied or there is evidence of a breach of the regulations.

In accordance with the new regulations the Council has set the licence fees to cover the cost of the licence e.g. inspection, reviewing documentation, issuing licence and compliance checked. All of our existing licensed premises were informed in the summer of new legislative requirements so that they could prepare for changes. The Council's website has been updated with all of the new information operators need and officers have received training under the new regulations so we can provide a consistent inspection regime.

For further information on the new regulations please go to our web page at <https://www.midsussex.gov.uk/licensing-business/animal-licensing-and-welfare/>

Or contact your Licensing Team by telephone on 01444 477419 or email us at [licensing@midsussex.gov.uk](mailto:licensing@midsussex.gov.uk)

### **Gatwick Master Plan Briefing on Friday 16 November**

West Sussex County Council will be holding a half day Member Day event which will be a Briefing on the Gatwick Master Plan. This will take place on Friday, 16 November 2018 – 10.30 a.m. to 12.30 p.m.

If you are interested in attending please hold the date in your calendar and further details and a programme will be provided closer to the event.

Councillors are asked to contact Tracey Guinea [tracey.guinea@westsussex.gov.uk](mailto:tracey.guinea@westsussex.gov.uk), Democratic Services Officer or Gina Hall [gina.hall@westsussex.gov.uk](mailto:gina.hall@westsussex.gov.uk), Assistant Democratic Services Officer at West Sussex County Council to confirm your place.

This event will be held at The Charis Centre in Crawley. Joining instructions, including details about The Charis Centre and parking arrangements will be advised soon.

### **Mid Sussex Voluntary Action (MSVA)**

Please use the following link to view their latest E-Bulletin:  
<https://mailchi.mp/51efbc135b98/newsletter-march14-1837557?e=8af038770c>

## **News Releases**

For further information or copies of the press releases listed below, please contact the Press Office on 01444 477 387 or use the following link: <http://www.midsussex.gov.uk/my-council/council-magazine-and-press-releases/press-releases/>