

Member Information Service

Committee Meetings

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

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

DECEMBER 2018

- 4 December – Licensing Committee
- 5 December – Standards Committee @ 6pm
- 12 December – Council

PLANNING COMMITTEES

NOVEMBER 2018

- 8 November – Planning Committee A
- 22 November – Planning Committee B
- 29 November – District Planning Committee @ 2pm

DECEMBER 2018

- 3 December – Licencing Sub-Committee A @ 5pm
- 6 December – Planning Committee A
- 13 December – Planning Committee B
- 18 December – District Planning Committee @ 2pm

Agendas – Items to be considered

Scrutiny Committee for Customer Services and Service Delivery – 7 November 2018

Overview Of Complaints – 2017/2018

Scrutiny Committee for Customer Services and Service Delivery Work Programme 2018/19

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>

Cabinet – 12 November 2018

Budget Management 2018/19 – Half Yearly Progress Report.

To consider whether to exclude the Press and Public from the meeting during consideration of the following items in accordance with Section 100A of the Local Government Act 1972 on the grounds that it involves the likely disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A of the said Act.

To confirm the Exempt Minutes of the meetings of the Committee held on 24 September and 15 October 2018.

Scrutiny Committee for Leader, Resources and Economic Growth – 14 November 2018

Performance Monitoring for the Second Quarter of 2018/19.




Draft Corporate Plan and Budget 2019/20 – Consultation Process.

Capital Programme Monitoring.

Scrutiny Committee for Leader, Resources and Economic Growth Work Programme 2018/19.

Member Development Learning

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

Date & Time	Training Event	Indicator
13 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	

Member's App for Committee Papers – 13 November 2018.

Alongside the implementation of Democratic Services' new committee administration system, there is also a Mod.Gov App available for Members.

You will be able to access papers directly and securely through the Mod.Gov App downloaded onto your mobile device. This will enable you to have access to papers at any location for any committee (including restricted papers where appropriate) and provides the ability to annotate documents.

Further to a recent email, please contact committees@midsussex.gov.uk by noon on 12 November in order to register your device. Please do come along to this important training session.

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>.

Formal Response to Lewes Local Plan Part 2

Mid Sussex District Council has recently submitted a formal representation to the Lewes District Local Plan Part 2. Please find attached the formal response, which has been approved by Councillor Andrew MacNaughton, portfolio holder for Housing and Planning.

Housing Services Bake Off & Sale

Housing Services are bringing back their mammoth bake sale on Thursday 22nd November.

The team are seeking to help a previous MSDC employee Tracy who is battling Multiple Sclerosis (MS). She is raising money for life changing stem cell treatment to halt the progress of her disease.

Housing Services are looking for volunteers to bake for the sale on 22nd November, both sweet and savoury! The Team are going to bring back the 'best in show' for all you competitive bakers with a 1st prize and 2nd prize and there will also be a bonus prize for the best savoury! Our winners will be chosen by Emma Shuttleworth and Simon Hughes. If you would like to participate, please contact Emily in Housing (Emily.Maddock@midsussex.gov.uk).

If you don't fancy baking please feel free come along on 22nd November and buy some delicious goodies!

GATCOM Report - October 2018

Cllr Chris Hersey attended the GATCOM Meeting held on 18 October 2018. The key messages and outcomes have been attached to this e-mail.

South Downs National Park Authority Parishes workshop – Agenda

Please find attached to this email the agenda for the forthcoming SDNPA's Town and Parish Council workshops.

New duties on 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 being 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

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, Democratic Services Officer or Gina Hall 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)

The Mid Sussex Liaison Group would like to invite you to its next Networking Event - **Beyond Fun'ding - dong!**

There will be speakers, interactive activities, people with experience and local knowledge, mulled wine and mince pies!

The free event will be held on Thursday **13 December**, from 10am to 1pm at [Ardingly Showground](#).

If you wish to book a place please do so by emailing enquiries@msva.org.uk.

Please also find the latest E-Bulletin from MSVA [here](#).

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/>

06 November 2018 - [Mid Sussex District Council taking part in Voter ID pilots in 2019](#)

11 November 2018 - [Free training for independent retailers to help them compete with chains and online shopping](#)