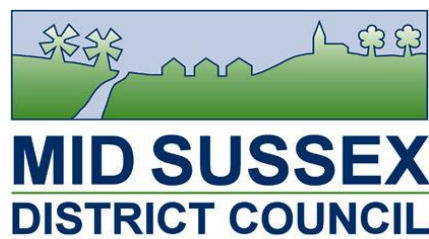




# **COUNCIL**

## **2 MARCH 2022**





22 February 2022

**Unless a majority of the Council resolve to extend the meeting before 10.00 pm it will automatically end at 10.00 pm in accordance with Council Procedure Rule 17.2.**

**NOTE:** In response to the continuing public health restrictions, there will be limited public access to observe the meeting. Those wishing to do so must reserve a seat by completing a [Registration Form](#) by 4pm on the working day prior to the meeting. Access is also available via a live stream through the [Mid Sussex District Council's YouTube channel](#).

To all Members of the Council,

You are hereby summoned to attend a meeting of the **MID SUSSEX DISTRICT COUNCIL** to be held at **TRINITY METHODIST CHURCH, EAST GRINSTEAD, RH19 2HA** on **WEDNESDAY, 2ND MARCH, 2022 at 7.00 pm** to transact the following business:

Yours sincerely,

KATHRYN HALL  
Chief Executive

**Pages**

1. Opening Prayer.
2. To receive questions from members of the public pursuant to Council Procedure Rule 9.
3. To confirm Minutes of the meeting of Council held on 26 January 2022. **5 - 16**
4. To receive Declarations of Interest from Members in respect of any matter on the Agenda.
5. To consider any items that the Chairman of the Council agrees to take as urgent business.
6. Chairman's Announcements.
7. Appointment of the Deputy Leader of the Council.

*Working together for a better Mid Sussex*

- |    |                                                        |                |
|----|--------------------------------------------------------|----------------|
| 8. | Recommendations from Cabinet held on 14 February 2022. | <b>17 - 18</b> |
| 9. | Corporate Plan and Budget for 2022/23.                 | <b>19 - 26</b> |

To: **Members of Council:** Councillors M Belsey (Chairman), P Coote (Vice-Chair), G Allen, J Ash-Edwards, R Bates, J Belsey, A Bennett, L Bennett, A Boutrup, P Bradbury, P Brown, H Brunsdon, R Cartwright, P Chapman, R Clarke, E Coe-Gunnell White, M Cornish, R Cromie, J Dabell, R de Mierre, B Dempsey, J Edwards, S Ellis, R Eggleston, A Eves, B Forbes, L Gibbs, I Gibson, S Hatton, J Henwood, S Hicks, S Hillier, T Hussain, R Jackson, J Knight, C Laband, Andrew Lea, Anthea Lea, J Llewellyn-Burke, G Marsh, J Mockford, A Peacock, C Phillips, M Pulfer, R Salisbury, S Smith, A Sparasci, L Stockwell, D Sweatman, C Trumble, N Walker, R Webb, N Webster and R Whittaker

**Minutes of a meeting of Council  
held on Wednesday, 26th January, 2022  
from 7.00 pm - 9.12 pm**

**Present:** M Belsey (Chairman)  
P Coote (Vice-Chair)

J Ash-Edwards	S Ellis	J Llewellyn-Burke
R Bates	R Eggleston	G Marsh
J Belsey	A Eves	J Mockford
A Bennett	B Forbes	A Peacock
L Bennett	L Gibbs	C Phillips
P Bradbury	I Gibson	M Pulfer
P Brown	S Hatton	R Salisbury
P Chapman	J Henwood	S Smith
R Clarke	S Hicks	A Sparasci
E Coe-	S Hillier	L Stockwell
Gunnell White	T Hussain	D Sweatman
M Cornish	R Jackson	R Webb
R Cromie	J Knight	N Webster
J Dabell	C Laband	R Whittaker
R de Mierre	Andrew Lea	
J Edwards		

**Absent:** Councillors G Allen, A Boutrup, H Brunsdon, R Cartwright,  
B Dempsey, Anthea Lea, C Trumble and N Walker

**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 HELD ON 8 DECEMBER 2021.**

The minutes of the meeting of Council held on 8 December 2021 were agreed as a correct record of the meeting.

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

With regards to item 8, LGA Code of Conduct, Councillor Bradbury declared an interest as he is Chairman of the Standards Committee at West Sussex County

Council and Councillor Gibson declared an interest as he is a Member of the West Sussex County Council Standards Committee.

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

None.

**6. CHAIRMAN'S ANNOUNCEMENTS.**

The Chairman confirmed her preference on how she wishes to be addressed, preferring the term 'Chairman'. She spoke of her attendance at recent events, particularly the Chairman's Civic Service held on 12 December at Trinity Methodist Church and the Royal British Legion AGM attended by the Vice Chairman.

**7. POLITICAL BALANCE: SECTION 15 LOCAL GOVERNMENT AND HOUSING ACT 1989; THE LOCAL GOVERNMENT (COMMITTEES AND POLITICAL GROUPS) REGULATIONS 1990.**

The Monitoring Officer, Tom Clark introduced the report and clarified the number of Members on the Scrutiny Committee in response to a Member's question.

The Chairman took Members to the recommendations as contained in the report which were agreed.

**RESOLVED**

The Council agreed that for the year 2021/22:

- i. The Scrutiny Committees each comprise of 15 members, consisting of 9 Conservative, 4 Liberal Democrat, 1 from the Green and Burgess Hill Independent Group and 1 from the Independent Councillors on the Scrutiny Committee of Leader Finance and Performance and on the Scrutiny Committee for Housing Planning and Economic Growth. The Scrutiny Committee for Community Customer Services and Service Delivery is comprised of 8 Conservative, 4 Liberal Democrat and 2 from the Green and Burgess Hill Independent Group and 1 from the Independent Councillors.
- ii. Two Planning Committees each comprise 12 members, consisting of 8 Conservative on the District Planning Committee and 7 on the Planning Committee, 3 Liberal Democrat on each Planning Committee, 1 from the Independent Councillors for the Planning Committee and 1 from the Green and Burgess Hill Independent Group on each Planning Committee;
- iii. The Licensing Committee comprises 15 members, consisting of 10 Conservative, 3 Liberal Democrat, 1 from the Green and Burgess Hill Independent Group and 1 from the Independent Councillors;
- iv. The Standards Committee comprises 6 Council members consisting of 4 Conservative (other than the Leader), 1 Liberal Democrat and 1 from the Green and Burgess Hill Independent Group and 4 representatives of town/parish councils.

- v. The Audit Committee comprises 7 members consisting of 4 Conservative, 1 Liberal Democrat and 1 from the Green and Burgess Hill Independent Group and 1 from the Independent Group.

## **8. REPORT TO COUNCIL RECOMMENDING THE LGA CODE OF CONDUCT FOR MID SUSSEX DISTRICT COUNCIL FROM 1ST MARCH 2022.**

Councillor Liz Bennett moved the item as Chairman of the Standards Committee, thanking the Committee and Independent Members for their deliberation and unanimous support for the proposal. This was seconded by Councillor Bradbury.

Discussion was held on the need to differentiate between social media accounts if Members comment as a Councillor or as a private individual. Members also acknowledged the lack of meaningful sanctions in place if the Code of Conduct is broken, noting that primary legislation is required to put more sanctions in place.

The Chairman took Members to the recommendations as contained in the report which were agreed.

### **RESOLVED**

That Council:

Adopts the LGA Code of Conduct at Appendix 1 to take effect from 1st March 2022 and the Town and Parish Councils in the Mid Sussex District area are advised to also adopt the LGA Model Code of Conduct at Appendix.

## **9. TO RECEIVE THE LEADER'S REPORT.**

The Leader welcomed the unanimous agreement of Code of Conduct. He also confirmed that the Deputy Leader has stood down from the Cabinet this week, and thanked her for her work and commitment, noting that she continues to serve as a Councillor for Bolney Ward.

The Leader acknowledged that the Council is mandated to undertake a 5-year District Plan review and the results have been published. He thanked the Scrutiny Committee for agreeing to pause the review whilst he writes to the Secretary of State to ask that housing targets to be reset to a level more consistent with the District's environmental and infrastructure constraints. He noted that the timescales are hard to quantify. In response to a question around infrastructure concerns he noted that this will be addressed as part of consultations. In response to questions around the Planning System he confirmed that it is not a barrier to delivering new homes. The key is to ensure that the decisions are right for the District in terms of the need for new homes and the environmental and infrastructure challenges. In response to a Member's question he also acknowledged the ongoing Gatwick consultation which may have a bearing on future planning decisions.

Regarding unbuilt homes, he noted that the Council continues to work with developers to ensure they progress agreed applications and in terms of empty houses, the Council takes action to charge higher rates of Council tax to bring them back to use, and removed the Council Tax discount on second homes. A Member asked for confirmation on how many empty homes in the district have been charged double taxation on, how many Care Quality Commission empty bedrooms rooms are there in this District and how many second homes there are in the district. The Leader invited her to email the questions for a written response.

He thanked residents and groups who took part in the independent consultation on the future of Clair Hall where there was a clear majority of 95% who support change on the site. A £100k budget has been agreed for independent advisors to provide an evidenced based proposal for a fit-for-purpose modern community provision to secure the future of the site for years to come. Discussion was held on the provision of community and arts buildings and funding across the District and the Leader noted that the Council has a good track record of supporting community provision across the District, citing a number of buildings due to be provided in Burgess Hill. With regards to the provision at Clair Hall, it is a site that the Council is responsible for and the approach is to find the best solution to benefit the local community and District as a whole.

In terms of projects in the new calendar year, work will progress on the food waste trial, full fibre infrastructure, Clair Hall and improvements to flagship parks and open spaces as well as day-to-day services. Work also continues to monitor the Council's financial position and this will be discussed at the next Council meeting. As part of the Platinum Jubilee celebrations, he confirmed that the Council will be acting to support residents in their wish to pay tribute by offering grants to local communities. The Council is also participating in the Queens Green Canopy initiative.

#### **10. REPORT OF CABINET MEMBERS, INCLUDING QUESTIONS PURSUANT TO COUNCIL PROCEDURE RULE 10.1.**

The Leader had no business to report under the Deputy Leader Portfolio.

Cabinet Member for Economic Growth

The Cabinet Member confirmed he had signed a delegated decision regarding car park changes which should conclude at the end of March. The draft Investment Strategy Initial Proposals Report is due at the end of March which will be shared with Members and the Scrutiny Committee. With regards to car parks, the Council has supported the National Covid effort by making carparks in East Grinstead and Haywards Heath available for mobile testing and also providing vaccination volunteers ABC with permits at the Queens Road car park which has just been renewed. He noted that the Council continues to support traders in a number of ways, both through successful processing of Covid Grants and through the Independent Retailers Support Programme which has £73k of external funding and provides retailers with access to a range of business support. The Council also expects to relaunch the Microbusiness Grants later in April.

The Cabinet Member confirmed the West Sussex Retail Hub continues to run until March 2024, as well as the West Sussex Hothouse Programme which has 48 businesses signed up. He noted that the Council has also recently been supporting a Start-Ups workshop.

Cabinet Member for Customer Services

The Cabinet Member confirmed the Government support for businesses to combat Omicron, including the Omicron Hospitality and Leisure Grant (OHLG), the Covid Additional Relief Fund, Additional Restrictions grant and the Covid Additional Relief fund. She noted that the Council was the first Council to go live with the OHLG grant in December and encouraged Members to direct local businesses to apply for these grants. In response to a Member question, she also provided reassurance on the systems in place to combat grant fraud.



She provided an update on the work of the Customer Services, Comms and Economic Development team and noted that the next edition of Mid Sussex Matters will be delivered in March. Regarding the Full Fibre project, the Rural Connectivity Programme is halfway through and Physical Infrastructure Access (PIA) will be used. This will help to accelerate the number of internet providers who can provide connection to business and residents as where available existing poles and ducts can be used. In response to a Member's question on customer take-up she confirmed that there have been several high value companies expressing an interest and in commercial negotiations with digital service providers. A Member asked for a commitment for when full fibre broadband will become commercialised for small businesses and domestic residents. The Cabinet Member agreed to respond once the website linked to the project has gone live. A Member workshop is also scheduled for 14 March to provide further information.

#### Cabinet Member for Environment and Service Delivery

The Cabinet Member provided an update on the Leisure Centre financial details noting that there is an expected adverse financial effect for the last quarter due reduced income from less visits as a result of Omicron and increased costs. However there is early signs of a return to a net income position this quarter and work will continue with Places Leisure and consultants in respect of the financial position for this financial year and next.

He provided an update on the rewilding areas around the District which is part of the BLUE Campaign Rewilding Britain. He noted that Sunday 20 January is the deadline to submit areas for rewilding. Noting that there were 10 sites in the District in 2020 and 25 sites in 2021, all but one site (Barnside Avenue open space) will be retained and more will be put forward for 2022, with details made public in March. He noted that the Council is also taking part in the Queen's Green Canopy initiative as part of the Platinum Jubilee celebrations, with plans being finalised to plant 250 native British species in Ashenground Woods. The trees are being donated and the Council has secured funding for the aftercare. The Council is also considering requests from Town and Parishes for similar initiatives where trees are planted in a sustainable position and where the planting and aftercare can be suitably managed and funded. He also noted that work related to trees on Council land continues and site visits have shown an increase in birds and insect life and wildflowers following planting of over 800 trees in 2020/21

He confirmed that the Turners Hill play area upgrade and Bolney Pump track has been completed. Work at St Andrew's play area in Burgess Hill is underway as is tender process for the Forest Fields play area upgrade. Further playground improvements will be coming through the budget process.

Responding to a Member's question around housing and renewable energy he noted it was outside his portfolio but suggested that discussion be deferred until the Sustainable Economic Strategy's recommendations come forward.

#### Cabinet Member for Community

The Cabinet Member highlighted the new Environment Service fees for 2022/23 published the Member Information Service Bulletin noting that the environment health and licensing fees listed reflect the cost and time spent in providing those services. Fees have not increased since 2019 due to the impact of Covid and are now

reviewed and are adjusted to include an inflation increase of 5% increase apart from the following:

- Pest control fees which are contracted through a preferred contractor and offers 50% discount to resident receiving benefits.
- The collection and kennelling of stray dog's service which under a new contract from mid 2021.
- The Taxi charges will be addressed by the Licensing Committee in the new financial year
- The houses of multiple occupation and the dangerous wild animal contracts are for review on the anniversary of their implementation dates.

The procurement process for the Council's community and voluntary partnerships agreement has been concluded and successful bidders notified. West Sussex County Council (in partnership with Districts and Boroughs within Sussex) is dealing with the Citizens Advice contract which ends shortly.

With regards to the Queen's Platinum Jubilee, he confirmed that £25k has been set aside to match fund celebrations of this landmark in communities across Mid Sussex. The proposed funding is for non-profit making community organisations to help with cost of appropriate activities. Parish and Towns Councils can apply in partnership with other groups and submissions are due by 21 February. A decision on successful applications will be made at a Cabinet Grants Panel on 8 March.

He also confirmed the intention to attend the Police and Crime Scrutiny Panel on Friday 28 January where the budget and precept for 2022/23 will be put forward. He noted a Member's request to raise the subject of more connectivity for CCTV to assist in responding to acts of vandalism in Cuckfield and East Court. He confirmed that the issue has been raised during the WSCC budget working group.

In conclusion he reminded Members that 27 January is Holocaust Memorial Day and encouraged everyone to spare a thought for people who have lost their lives during the Holocaust.

Cabinet Member for Housing and Planning

The Cabinet Member noted that the consultation on Inspectors Major Modifications to the Sites DPD finished on 24 January with 260 responses received, centred mainly on 'Folders Lane' and 'Selsfield Road, Ardingly'. Officers are collating responses to classify them for the Inspector to review.

Contracts for ecology landscape and archaeology advice expire 31 March and a procurement process for new service providers has been completed. All three contracts have been placed with 'Place Services'.

With regards to electric vehicle charging points, the Government has taken the initiative to insist all new houses have it from June 2022. However there are building regulations (S1) with a transition provision on electric vehicle chargers that effectively states that if a developer applies before 15 June 2022 and starts construction within a year then the new regulations do not apply. He agreed to provide Members with more detail on Building Regulation S1.

He noted that Homes England continues to progress on the Hurst Farm site and the Council awaits the outcome of the Rampion 2 proposals at Twineham.

The Cabinet Member also provided an update on the current position of rough sleepers within the District noting that the vast majority of cases are linked to mental health, substance dependency and no family support network. There are now 3 rough sleepers within the District and Turning Tides will be launching a mobile community hub located in carparks across the District where rough sleepers can meet their key worker, shower and have hot food and have access to Wi-Fi to apply for benefits.

He provided an update on the 257 affordable homes delivered between April and December 2021 and noted that in the last quarter the Council has assisted 17 families into private rental accommodation. There are also 19 families living in Council owned temporary accommodation and the Council intends to continue with acquiring such properties with 5 units coming on stream and negotiation on a further 10 to assist in keeping families housed within the District. The Council also received a grant for Discretionary payments and by the end of December had made 21 awards totalling £160k to help prevent homelessness and support vulnerable people.

A Member asked in light of the strong Surrey County Council SA DPD consultation response, particularly regarding sites SA19 and 20 and the overcapacity of A22/264 junction, will this District Council commit to find an actual working solution? The Cabinet Member agreed to consult with officers and confirm what the exact position is. He noted that in terms of a total commitment it will need to be a pragmatic one that works and is within our bounds to deliver.

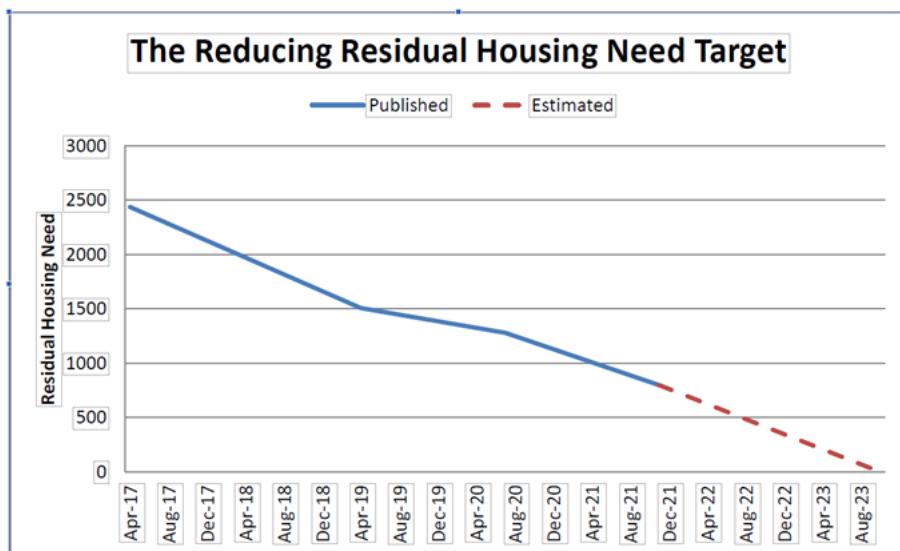
In response to a Member's question on whether the Council has delivered more homes than the Government's target he confirmed that if houses have been over delivered now, they provide a buffer should any developers go bankrupt, and they can be added into the new housing delivery numbers.

## **11. QUESTIONS FROM MEMBERS PURSUANT TO COUNCIL PROCEDURE RULE 10.2.**

The following questions were received from Members:

### **1. Question from Councillor Gibson:**

In the four years since the Council first published the draft Sites DPD the Residual Housing Need has consistently fallen from the figure of 2,439 in 2017 which prompted the District Plan Inspector to require the Council to prepare the DPD. The latest published figure is 797 (November 2021) and if this trend continues (see Figure), the Residual Housing Need can be projected to decline to zero by summer 2023, even if the DPD is not adopted.



Is the Leader aware of any reasons why the Residual Housing Need should not be expected to continue to decline as it has done for the past 4 years?  
Does the Leader agree that this calls into question the need to adopt the draft Sites DPD?

The Leader has recently supported the pausing of the draft District Plan 2021 – 2038 and undertaken to write to the Secretary of State to call for “our housing targets to be reset to a level more consistent with our environmental and infrastructure constraints”. Does he agree that, for consistency in approach, the same balance needs to be struck for the proposed 1,704 new housing sites in the DPD? and will he support the pausing of the DPD as he has supported the pausing of the draft District Plan 2021 – 2038?

**The following response was provided by the Cabinet Member for Housing and Planning**

The numbers you quote are correct but the difficulty is in the second sentence ‘if this trend continues’. We cannot just extend the downward drift on a graph. One of the issues on how these numbers are absorbed due to permitted development. There is a lot of permitted development going on which are drying up as well as brownfield sites which are drying up too so this is reason for the decline.

The residual housing need figure has reduced year on year as sites are allocated in new neighbourhood plans (such as at Handcross and Slaugham Neighbourhood Plan), on brownfield sites, conversions of office to residential and, a number of applications where the yield on the sites have increased which already had planning permission. This figure fluctuates and supply from these sources is finite, therefore it is wholly incorrect to assume that the residual figure will decline as you have illustrated.

The correct position regarding how Mid Sussex will continue to meet its housing requirement is set out in the Housing Trajectory included as Appendix C of the Sites DPD Main Modifications. This illustrates the importance of the allocations in the Sites DPD in maintaining supply over the plan period.

I disagree with your view that the work on the Sites DPD should be paused, for two clear reasons.

Firstly, as noted above, the allocations in the Sites DPD are important to ensure we maintain housing supply over the plan period. The District Plan Inspector instructed the Council to prepare a Site Allocations DPD to ensure the residual housing need can be met and that the Council can maintain its five-year housing land supply. As you know the five-year housing land supply is a crucial tool in protecting the District from unwanted, speculative, unplanned development. It is therefore essential the Sites DPD is adopted.

Secondly, the housing figure is unchallengeable as it has been through a robust public examination and agreed by the Planning Inspector. Those Members who were on the Council at that time will recall that the vast majority of time in the examination was in fact spent arguing and discussing what the need number should be.

It is for these reasons that I will not support the pausing of the DPD. It is important to remember that the plan periods of the current District Plan and updated District Plan overlap. Therefore, current commitments that is sites with planning permission or allocations count towards future housing need. If the Sites DPD is not adopted, not only will it risk the five-year housing land supply in the short-term, it will also increase the number of dwellings that will need to be found in the updated District Plan. There is therefore no benefit to pausing the work on the Sites DPD.

In pausing the District Plan Update work, we are seeking to challenge the assumptions and data used by the Government in setting the formula used to determine housing need.

Councillor Gibson asked a supplementary question asking clarification on whether the DPD will come back to the Council for approval after the Inspector has reviewed it. The Cabinet Member confirmed that it will come back to Council for adoption.

## **2. Question from Cllr Eves**

The Green Homes Grant Local Authority Delivery scheme, Phase 2 (LAD2), is designed to enable local authorities to deliver energy efficiency improvements to low-income households in low-energy-performance homes, which will also reduce carbon emissions and lower bills. The fund closes at the end of March 2022. Of the £300m in the fund, the South-East was allocated £79.6m

How much of this fund was allocated to this local authority area?

How many households successfully applied for grant funding under the scheme?

How many household projects i) have been started; ii) have been completed; iii) are expected to successfully access funds?

If there is likely to be a significant underspend compared to the allocation, what factors do you consider account for this?

### **The following response was provided by the Cabinet Member for Environment and Service Delivery**

Thank you for your questions about this important scheme.

This fund is allocated to upper tier Councils so in this area that is West Sussex County Council, who received £3,270,387.

The scheme is currently in the referrals phase so the information you are requesting is not yet available. This phase will be complete by 31st March with property surveys taking place from late February. The information you request will not be fully available until July, when it is available, I would of course be happy to share it with you and other members.

I can assure you that every effort is being made to ensure that the funding is fully utilised however the key factor which will impact this will be successful communication of the scheme to residents and their eligibility under the prescribed criteria:

I would like to take the opportunity to remind Council that the eligibility criteria is as follows:

- a. Maximum combined household income of £30k per year or less.
- b. Energy Performance Certificate Rating D, E, F and G.
- c. Have not used the full allocation of Local Authority Delivery Scheme 1.

Please do help us to raise awareness of this important scheme to all our residents.

### **3. Question from Councillor Paul Brown:**

Councillor Brown revised his question regarding a resident in his Ward that has experienced issues in accessing email alerts informing him of all new planning applications in his Parish, Horsted Keynes. The system works well but periodically it stops working, making it difficult to determine if he has missed applications.

Also, instead of receiving the entire District listing of planning applications each week, can a Member, by giving the same notice, automatically receive just the planning applications applicable to their Ward?

### **The following response was provided by the Cabinet Member for Housing and Planning.**

Yes the option to receive automatic notifications is already in place and Officers can help you if you need it. I am surprised that you bring this to a strategic Council meeting. If a resident has an issue and had sent an email to Officers or called Reception, a response could have been provided faster than it being brought to Council.

### **4. Question from Councillor Jenny Edwards**

Has MSDC been approached by Center Parcs to get pre-application advice for their proposed 550-acre development in Worth?

What relevant policies are contained in the current District Plan, and the emerging District Plan to enable decision making for a large recreational site?

### **The following response was provided by the Cabinet Member for Housing and Planning.**

The Council has not been approached by Center Parcs for pre-application advice. There has been no formal contact between Centre Parcs and the Council.

The District Plan contains a number of Policies which would have to be taken into account when determining applications for large recreational sites including Policy DP12: Protection and Enhancement of the Countryside; Policy DP14: Sustainable Rural Development and the Rural Economy; DP16 AONB; and DP37: Trees, Woodlands and Hedgerows.

Policies are worded very broadly so you won't find specifically what we will do with one type site but a number of policies will incorporate some of the aspects which come together to inform us on how we on how we approach such an application where it to come forward.

#### **5. Second Question from Councillor Gibson:**

Can the Deputy Leader confirm that the Council has received £30M in New Homes Bonus since the grant was introduced in 2011?

Has this money been used to support revenue expenditure or spent on capital or strategic projects? How much of the £30M remains unspent?

How has the Council met the Government requirement to "engage with the communities most affected by housing growth to decide how the money is spent, so residents can share in the benefits of growth" when deciding where and on what New Homes Bonus money is spent?

I estimate that the Council has received £2M in New Homes Bonus from new developments in Crawley Down. How much of this money has been spent in Crawley Down and how have residents benefitted?

#### **The following response was provided by the Leader**

Yes, including the 2022/23 provisional allocation, around £32m will have been received, a very significant level of financial support from the Conservative Government for Mid Sussex and it is elected Members who make decisions on how it is spent and we have continually done so as a Council through the budget setting process as an example.

The New Homes Bonus (NHB) is not ringfenced. The Council over many years has decided to use the NHB as part of the general reserve to support the Capital Programme and strategic projects. It is not therefore possible to separate out exact amounts of what has and hasn't been spent. As a result the Mid Sussex community as a whole has benefitted from this funding. To give some examples, the Capital Programme is used to support for investment in community facilities, significant investment in temporary accommodation buying homes to support people who are most in need. The Council has also prudently used the funds to purchase income generating assets to support the budget that funds the services that residents expect and receive and most lately using the reserve position to support the leisure centres to ensure communities across the District can use the centres as they expect to do and this is a multi-million pound commitment from the Council.

Councillor Gibson's supplementary question focused on the residents on Crawley Down who do not feel that the £2m has been spent in ways that they would have wished. He asked if the Council has used Crawley Down as a cash cow in terms of generating funds.

The Leader disagreed, noting it is wrong to suggest that residents do not value the Council spending money on things such as community facilities and temporary accommodation for people who are homeless and ensuring we are generating income to keep leisure centres open and to support residents with services they require.

The meeting finished at 9.12 pm

Chairman



## RECOMMENDATIONS FROM CABINET – 14 February 2022

### BUDGET MANAGEMENT 2021/22 – PROGRESS REPORT APRIL TO DECEMBER 2021

#### Summary

1. The forecast revenue outturn position for 2021/22 at the end of December is showing a projected net overspend of £1,191,000 against the original budget which is a worse than previously reported position. This latest net overspend includes the cost of the pending unbudgeted pay award (£171,000) and the continued impact of Covid19 that has resulted in further unbudgeted Leisure centre re-opening costs (£900,000). However, Leisure costs reported to date, as detailed above and including the leisure sports consultancy costs (£17,000), will be partially met from the Leisure Covid Support Specific Reserve created in 2020/21 of £500,000 which will reduce the forecast overspend to £691,000.
2. We anticipate that this overspend will reduce as a result of the final claim for lost income from the Department for Levelling Up, Housing and Communities (DLUHC) Income Compensation scheme which applied to the first quarter of the year. This claim was submitted in October 2021 and if it is successful, we estimate to receive £377,000, which allowed for the 5% deductible rate as in previous claims for 2020/21. However, unless the position improves for the remainder of the year, a draw on reserves forecast to be at least £314,000 and maybe more (depending upon leisure centre performance and energy costs) will be necessary to balance the budget by year end.

#### Recommendations

3. **That Council approve:**
  - (i) **That the use of the JE/Redundancy Specific Reserve be amended as detailed in paragraph 26 of the Cabinet report;**
  - (ii) **That £200,000 be transferred to the Efficiency Specific Reserve as detailed in paragraph 27 of the Cabinet report;**
  - (iii) **that £11,193 grant income relating to New Burdens LA Data Sharing Programme and the Housing Benefit Award Accuracy Initiative be transferred to Specific Reserves as detailed in paragraphs 28 of the Cabinet report;**
  - (iv) **that £63,409 grant income relating to Self Isolation Administration costs be transferred to Specific Reserves as detailed in paragraphs 29 of the Cabinet report;**
  - (v) **that £100,500 grant income relating to Discretionary Self Isolation be transferred to Specific Reserves as detailed in paragraphs 30 of the Cabinet report;**
  - (vi) **that £25,000 grant income relating to Rough Sleeping RSI 4 be transferred to Specific Reserves as detailed in paragraphs 31 of the Cabinet report;**
  - (vii) **that £100,100 grant income relating to New Burdens 4 Restart and Additional Restrictions Covid-19 be transferred to Specific Reserves as detailed in paragraphs 32 of the Cabinet report;**

- (viii) that £18,600 grant income relating to New Burdens 5 Post Payment Assurance, Reconciliation and Debt Recovery be transferred to Specific Reserves as detailed in paragraphs 33 of the Cabinet report;**
- (ix) that £59,093 grant income relating to Covid-19 Test and Trace Contain Management Outbreak Fund (COMF) be transferred to Specific Reserves as detailed in paragraphs 34 of the Cabinet report;**
- (x) that £70,000 grant income relating to Economic Recovery Fund be transferred to Specific Reserves as detailed in paragraphs 35 of the Cabinet report;**
- (xi) the variations to the Capital Programme contained in paragraph 44 of the Cabinet report in accordance with the Council's Financial Procedure rule B3.**

## CORPORATE PLAN AND BUDGET FOR 2022/23

REPORT OF: HEAD OF CORPORATE RESOURCES  
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Wards Affected: All  
Key Decision: Yes  
Report to: Council  
2 March 2022

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### 1. Purpose of Report

1.1 To present the Corporate Plan and Budget for 2022/23 for approval by Council.

### 2. Background

- 2.1 Each year the Council is required to approve a corporate plan and budget that shows how it will deliver its services and spend its financial resources in the following financial year. The approved budget must be in balance, which means that expenditure plans must be matched by income received and any use of reserves. As usual, these plans include a recommendation for the level of council tax to be set for the year.
- 2.2 Members will know that this year the process to draft a budget has, again, been undertaken during the Covid pandemic, which has affected many, if not all, of our service plans and aspirations. The proposals set out in the Corporate Plan will be influenced by how the pandemic progresses and we should therefore recognise that the Plan and Budget will need to be flexible to cope with the variances thrown up by this uncertain landscape. Our robust reporting process will keep Members informed.
- 2.3 The Corporate Plan and Budget 2022/23 has been circulated as a separate document and, assuming that it is approved, enables the Council to set a budget that delivers on its recently refreshed priorities – particularly around recovering from the pandemic. These are all detailed within the Plan.
- 2.4 The draft Corporate Plan and Budget for 2022/23 was considered by the Scrutiny Committee for Leader, Finance and Performance on 12 January 2022. After much discussion and explanation, no changes were made to the papers that were considered by Cabinet in February although the Cabinet report did outline two material changes. These were the inclusion of increased income arising from carp parking tariff changes and the joining of a Business Rates Pool. Both of these are being reported within these papers.
- 2.5 If approved, the proposals in the report result in a modest increase in council tax of £4.95 per year. This means that the Mid Sussex element of the council tax at Band D would increase to £180.36 per annum.
- 2.6 Given the decisions of other authorities, the average council tax level for the Mid Sussex area in 2022/23 will be:

	Average Council Tax £	Change from 2021/22
Mid Sussex District Council	180.36	+2.8%
Parish and Town Council	77.25	+2.9%
	<hr/>	
	257.61	+2.9%
West Sussex County Council	1,555.74	+2.99%
Sussex Police and Crime Commissioner	224.91	+4.65%
	<hr/>	
	2,038.26	+3.2%

2.8 In the usual way, throughout the year the Cabinet will use its regular revenue budget management and capital programme reports to closely monitor the on-going impact on the Council's services and budget position and present any remedial actions required to ensure the service plans and budget will be delivered at year end.

## Recommendations

### 3.0 Recommendations

**Members are requested to consider the following recommendations:**

#### 3.1 Corporate Plan and Budget 2022/23

**3.1.1 That the Corporate Plan and Budget for 2022/23 set out in this report be approved;**

### **3.2 Mid Sussex District Council Budget 2022/23**

#### **3.2.1 Revenue Spending and MSDC council tax levels for 2022/23:**

- (a) That Revenue Spending summarised below (see Section 2 for details) is approved:

	£'000
Service Net Expenditure	17,687
Balance Unallocated	20
	<hr/>
Council Net Expenditure	17,707
	<hr/>
Revenue Spending	17,707
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- (b) That with respect to pensions, the employer's contribution rate should be 21.4% for 2022/23
- (c) That the Mid Sussex District Council element of the Council Tax be increased by 2.8% to £180.36, with no requirement to hold a local referendum in accordance with the Act.

#### **3.2.2 Capital Programme 2022/23 (see Section 3 for details):**

- (a) That the Capital Programme for 2022/23 (as set out in Section 3) is approved.

#### **3.2.3 Usable Reserves and other balances**

- (a) That the estimates for cash balances (see Section 4 for details) are noted.

#### **3.2.4 Financial Strategy & Medium Term Financial Plan:**

- (a) That the summary Medium Term Financial Plan to 2025/26 (see Section 5 for details) is noted.

#### **3.2.5 Collection Fund:**

- (a) That the estimated surplus on the Collection Fund for Council Tax totalling £1,377,000 for the year ended 31 March 2022, of which the Mid Sussex District Council share is £174,550 (see Section 6 for details) is noted.
- (b) That the estimated deficit on the Collection Fund for Business Rates totalling £11,100,373 for the year ended 31 March 2022, of which the Mid Sussex District Council share is £4,440,149 (see Section 6 for details) is noted.

### **3.3 Council Taxes For The Mid Sussex Area:**

**3.3.1 It be noted that at its meeting held on 8<sup>th</sup> December 2021 the Council calculated the following amounts for the year 2022/23:**

- (a) 63,230.6 being the amount calculated, in accordance with the Local Authorities (Calculation of Council Tax Base) Regulations 2012, as its council tax base for the year; and**
- (b) for dwellings in those parts of its area to which a Parish precept relates as set out in Table 3 Section 7 of this report.**

**3.3.2 £11,404,274 being the amount calculated as the Council Tax Requirement for the Council's own purposes for 2022/23 (excluding Parish Precepts).**

**3.3.3 That the following amounts be calculated by the Council for the year 2022/23 in accordance with Section 31 to 36 of the Local Government Finance Act 1992 (as amended by The Localism Act 2011):**

- (a) £71,736,938 being the aggregate of the amounts, which the Council estimates for the items set out in Section 31A(2) of the Act taking into account all precepts issued to it by Parish Councils;**
- (b) £55,448,231 being the aggregate of the amounts, which the Council estimates for the items set out in Section 31A(3) of the Act;**
- (c) £16,288,707 being the amount by which the aggregate at 3.3.3(a) above exceeds the aggregate at 3.3.3(b) above, calculated by the Council, in accordance with Section 31A(4) of the Act, as its Council Tax requirement for the year;**
- (d) £257.61 being the amount at 3.3.3(c) above, all divided by the amount at 3.3.1(a) above, calculated by the Council, in accordance with Section 31B of the Act, as the basic amount of its Council Tax for the year (including Parish precepts);**
- (e) £4,884,433 being the aggregate amount of all special items (Parish Precepts) referred to in Section 34(1) of the Act (see Section 7 for details);**
- (f) £180.36 being the amount at 3.3.3(d) above less the result given by dividing the amount at 3.3.3(e) above by the amount at 3.3.1(a) above, calculated by the Council, in accordance with Section 34(2) of the Act, as the basic amount of its Council Tax for the year for dwellings in those parts of its area to which no Parish precept relates;**

**g) Part of the Council's area**

Parish area	band A £	band B £	band C £	band D £	band E £	band F £	band G £	band H £
Albourne	152.17	177.53	202.89	228.25	278.97	329.69	380.42	456.50
Ansty & Staplefield	171.72	200.34	228.96	257.58	314.82	372.06	429.30	515.16
Ardingly	199.87	233.18	266.49	299.80	366.42	433.04	499.67	599.60
Ashurst Wood	181.61	211.88	242.15	272.42	332.96	393.50	454.03	544.84
Balcombe	179.09	208.93	238.78	268.63	328.33	388.02	447.72	537.26
Bolney	161.66	188.60	215.55	242.49	296.38	350.26	404.15	484.98
Burgess Hill	170.45	198.86	227.27	255.68	312.50	369.32	426.13	511.36
Cuckfield	215.76	251.72	287.68	323.64	395.56	467.48	539.40	647.28
East Grinstead	181.80	212.10	242.40	272.70	333.30	393.90	454.50	545.40
Fulking	166.46	194.20	221.95	249.69	305.18	360.66	416.15	499.38
Hassocks	177.71	207.32	236.94	266.56	325.80	385.03	444.27	533.12
Haywards Heath	158.97	185.46	211.96	238.45	291.44	344.43	397.42	476.90
Horsted Keynes	173.33	202.22	231.11	260.00	317.78	375.56	433.33	520.00
Hurstpierpoint & Sayers Common	178.97	208.79	238.62	268.45	328.11	387.76	447.42	536.90
Lindfield	164.24	191.61	218.99	246.36	301.11	355.85	410.60	492.72
Lindfield Rural	149.77	174.73	199.69	224.65	274.57	324.49	374.42	449.30
Newtimber	123.95	144.60	165.26	185.92	227.24	268.55	309.87	371.84
Poynings	155.85	181.82	207.80	233.77	285.72	337.67	389.62	467.54
Pyecombe	186.05	217.05	248.06	279.07	341.09	403.10	465.12	558.14
Slaugham	171.01	199.52	228.02	256.52	313.52	370.53	427.53	513.04
Turners Hill	204.61	238.71	272.81	306.91	375.11	443.31	511.52	613.82
Twineham	160.32	187.04	213.76	240.48	293.92	347.36	400.80	480.96
West Hoathly	174.92	204.07	233.23	262.38	320.69	378.99	437.30	524.76
Worth	162.17	189.19	216.22	243.25	297.31	351.36	405.42	486.50

being the amounts given by multiplying the amounts at as set out in Table 3 Section 7 of this report by the number which, in the proportion set out in Section 5(1) of the Act, is applicable to dwellings listed in a particular valuation band divided by the number which in that proportion is applicable to dwellings listed in valuation band D, calculated by the Council, in accordance with Section 36(1) of the Act, as the amounts to be taken into account for the year in respect of categories of dwellings listed in different valuation bands.

**3.3.4** That it be noted that for the year 2022/23, West Sussex County Council have stated the following amounts in precept issued to the Council, in accordance with Section 40 of the Local Government Finance Act 1992, for each of the categories of dwelling shown below:

Valuation band	£	Valuation band	£
band A	1,037.16	band E	1,901.46
band B	1,210.02	band F	2,247.18
band C	1,382.88	band G	2,592.90
band D	1,555.74	band H	3,111.48

3.3.5 That it be noted that for the year 2022/23 the Sussex Police and Crime Commissioner have stated the following amounts in precept issued to the Council, in accordance with Section 40 of the Local Government Finance Act 1992, as amended by the Police Reform and Social Responsibility Act 2011, for each of the categories of dwellings shown below:

Valuation band	£	Valuation band	£
band A	149.94	band E	274.89
band B	174.93	band F	324.87
band C	199.92	band G	374.85
band D	224.91	band H	449.82

3.3.6 That, having calculated the aggregate in each case of the amounts as at 3.3.3(g), 3.3.4 and 3.3.5 above, the Council in accordance with Sections 30 and 36 of the Local Government Finance Act 1992, hereby sets the following amounts as the amounts of Council Tax for the year 2022/23 for each of the categories of dwellings shown below:

Parish area	band A £	band B £	band C £	band D £	band E £	band F £	band G £	band H £
Albourne	1,339.27	1,562.48	1,785.69	2,008.90	2,455.32	2,901.74	3,348.17	4,017.80
Ansty & Staplefield	1,358.82	1,585.29	1,811.76	2,038.23	2,491.17	2,944.11	3,397.05	4,076.46
Ardingly	1,386.97	1,618.13	1,849.29	2,080.45	2,542.77	3,005.09	3,467.42	4,160.90
Ashurst Wood	1,368.71	1,596.83	1,824.95	2,053.07	2,509.31	2,965.55	3,421.78	4,106.14
Balcombe	1,366.19	1,593.88	1,821.58	2,049.28	2,504.68	2,960.07	3,415.47	4,098.56
Bolney	1,348.76	1,573.55	1,798.35	2,023.14	2,472.73	2,922.31	3,371.90	4,046.28
Burgess Hill	1,357.55	1,583.81	1,810.07	2,036.33	2,488.85	2,941.37	3,393.88	4,072.66
Cuckfield	1,402.86	1,636.67	1,870.48	2,104.29	2,571.91	3,039.53	3,507.15	4,208.58
East Grinstead	1,368.90	1,597.05	1,825.20	2,053.35	2,509.65	2,965.95	3,422.25	4,106.70
Fulking	1,353.56	1,579.15	1,804.75	2,030.34	2,481.53	2,932.71	3,383.90	4,060.68
Hassocks	1,364.81	1,592.27	1,819.74	2,047.21	2,502.15	2,957.08	3,412.02	4,094.42
Haywards Heath	1,346.07	1,570.41	1,794.76	2,019.10	2,467.79	2,916.48	3,365.17	4,038.20
Horsted Keynes	1,360.43	1,587.17	1,813.91	2,040.65	2,494.13	2,947.61	3,401.08	4,081.30
Hurstpierpoint & Sayers Common	1,366.07	1,593.74	1,821.42	2,049.10	2,504.46	2,959.81	3,415.17	4,098.20
Lindfield	1,351.34	1,576.56	1,801.79	2,027.01	2,477.46	2,927.90	3,378.35	4,054.02
Lindfield Rural	1,336.87	1,559.68	1,782.49	2,005.30	2,450.92	2,896.54	3,342.17	4,010.60
Newtimber	1,311.05	1,529.55	1,748.06	1,966.57	2,403.59	2,840.60	3,277.62	3,933.14
Poynings	1,342.95	1,566.77	1,790.60	2,014.42	2,462.07	2,909.72	3,357.37	4,028.84
Pyecombe	1,373.15	1,602.00	1,830.86	2,059.72	2,517.44	2,975.15	3,432.87	4,119.44
Slaugham	1,358.11	1,584.47	1,810.82	2,037.17	2,489.87	2,942.58	3,395.28	4,074.34
Turners Hill	1,391.71	1,623.66	1,855.61	2,087.56	2,551.46	3,015.36	3,479.27	4,175.12
Twineham	1,347.42	1,571.99	1,796.56	2,021.13	2,470.27	2,919.41	3,368.55	4,042.26
West Hoathly	1,362.02	1,589.02	1,816.03	2,043.03	2,497.04	2,951.04	3,405.05	4,086.06
Worth	1,349.27	1,574.14	1,799.02	2,023.90	2,473.66	2,923.41	3,373.17	4,047.80



### Explanatory Note for the Recommendations

Under the constitution, only full Council can approve the budget. This report, therefore, is Cabinet's recommendation.

The budget recommendations are in three parts:

- Those that refer to the approval of the Corporate Plan (recommendations contained in 3.1 above);
- Those that refer to the approval of the Council's expenditure (recommendations contained in 3.2 above); and
- Those that refer to the Council's responsibilities for calculating council taxes for the Mid Sussex area.

The latter are set out according to proper practice.

In recommendations 3.2, No's 3.2.1 – 3.2.5 are relatively self-explanatory. Recommendations in 3.3 are explained below:

- 3.3.1 the taxbase for each parish area;
- 3.3.2 the Council Tax Requirement for Mid Sussex District Council
- 3.3.3 this recommendation calculates the council taxes for the District and parish councils:
- (a) gross expenditure of the Mid Sussex District Council plus parish precepts, and the effect of the balance on the Collection Fund\*;
  - (b) gross income for Mid Sussex District Council, Formula Grant plus the effect of the balance on the Collection Fund;
  - (c) net expenditure i.e. the difference between (a) and (b) which is the Council Tax Requirement including parish precepts;
  - (d) the average band D council tax for Mid Sussex District Council plus the parishes i.e. (c) - (d) divided by the taxbase;
  - (e) the total of parish precepts;
  - (f) the band D council tax after subtracting parish precepts i.e. the Mid Sussex District Council band D;
  - (g) the actual council taxes for all bands for Mid Sussex District Council and the parishes.
- 3.3.4 the West Sussex County Council council taxes for all bands;
- 3.3.5 the Sussex Police and Crime Commissioner council taxes for all bands:
- 3.3.6 the full council taxes for all bands for all parishes i.e. Mid Sussex District Council plus parishes plus West Sussex County Council plus the Sussex Police and Crime Commissioner.

#### **4. Scrutiny arrangements**

- 4.1 The draft Corporate Plan and Budget for 2022/23 was considered by the Scrutiny Committee for the Leader, Finance and Performance on 12 January 2022. The main comments were reported to Cabinet on 14 February 2022.

#### **5. Policy Context**

- 5.1 The Corporate Plan and Budget has been developed in line with the Council's revised corporate priorities:

#### **6. Risk Management Implications**

- 6.1 As in previous years, the Corporate Plan and Budget for 2022/23 has been risk assessed. Details of this are set out in Section 1 of the appended Plan.

#### **7. Legal Implications**

- 7.1 The Local Government Finance Act 1992 provides that for each financial year a local authority should set the amount of Council Tax before 11<sup>th</sup> March in the financial year preceding that for which it is set. The Act makes provisions regarding the calculations necessary in setting the Council Tax. The Localism Act 2011 made significant changes to the Local Government Finance Act 1992, and requires the billing authority to calculate a Council Tax requirement for the year, not its budget requirement as previously. This report is instrumental in achieving this requirement.

#### **8. Financial Implications**

- 8.1 The Financial implications of this report are as set out in the recommendations and the appended Corporate Plan and Budget 2022/23.

#### **9. Equalities implications**

- 9.1 Proposals for new or changed services will be subject to Equality Impact Assessments at the appropriate time.

#### **10. Sustainability implications**

- 10.1 None.

#### **11. Background Papers**

- Scrutiny Committee for Leader, Finance and Performance – 12 January 2022
- Cabinet - 14 February 2022 - Draft Corporate Plan & Budget for 2022/23