

Member Information Service

Cabinet Decisions – 6 June 2022

The following decisions have been made by Cabinet at their meeting held on Monday 6 June 2022 and will come into effect at 10:00a.m. on Thursday 16 June 2022, 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 email (committees@midsussex.gov.uk) in addition to making a written request to the Monitoring Officer, Tom Clark.

Performance Outturn 2021-22 – **Recommendation Agreed.**

Financial Outturn 2021-22 – **Recommendation Agreed.**

Strategic Risks 2022-23 – **Recommendation Agreed.**

Capital Programme and Revenue Corporate Projects Update – **Recommendation Agreed.**

Burgess Hill Martlets Shopping Centre Proposed Interim Uses – **Recommendation Agreed.**

Decisions made by Cabinet Members

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MSDC Revised Anti-Social Behaviour Policy

The Cabinet Member for Community authorised the decision to approve the revised Anti-Social Behaviour Policy.

Improvement Works to Lindfield Common Tennis Courts

The Deputy Leader authorised the decision to upgrade the existing tennis court surface at Lindfield Common, Lindfield which will greatly improve the playing experience as well as improve the safety of the courts overall.

Disposal Of Surplus Council Land At Imberhorne Lane Car Park

The Deputy Leader:

- i. Agreed to the unconditional sale of the site to Hallmanor Limited as detailed in the attached recommendation provided by the Councils retained agents, Colliers.
- ii. Agreed to the amendment of the terms for the disposal of the Land to provide 30% affordable housing within the completed development.

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

Committee Meetings

The Programme of Meetings for 2022-23 was agreed at Annual Council.

Please note that meeting start times vary.

All meetings are IN-PERSON in the COUNCIL CHAMBER unless otherwise stated.

Meetings for June and July are listed below:

JUNE 2022

- 8 June – ~~Scrutiny Committee Housing, Planning and Economic Growth @ 7pm~~ – **Postponed until 22 September 2022.**
- ~~9 June – Planning Committee @ 4pm~~ – **Cancelled due to lack of business.**
- 16 June – District Planning Committee @ 2pm
- 20 June – Cabinet Grants Panel @ 4pm
- 22 June – Scrutiny Committee Community, Customer Service and Service Delivery @ 7pm - **Please note the revised timing and location of this meeting.**
- 28 June – Licensing @ 5pm
- 29 June – Charity Trustees @ 6.45pm & Council @ 7pm

JULY 2022

- 14 July – Planning Committee @ 4pm
- 18 July – Cabinet @ 4pm
- 21 July – District Planning Committee @ 2pm
- 26 July – Audit Committee @ 5pm

Democratic Services has updated your O365 calendar with the new dates and times. Regular updates on the status of meetings in the forthcoming period will be provided to Members and the Council's public facing website will be continually updated.



Agendas – Items to be Considered



District Planning Committee – 16 June 2022 @ 2pm

Recommended for Approval

DM/20/4127 | Barns Court And Friday Farm Turners Hill Road Crawley Down West Sussex RH10 4HQ - Outline application for an expansion of the existing commercial estate with up to 7,310 sq m of new commercial space. There is currently 3,243 sq m of existing commercial space, of which 2,530 sq m will be retained and 713 sq m of lower-quality, temporary buildings and portacabins removed. The proposed increase over the existing commercial floor space is 6,597 sq m and the total amount of commercial space available on the site post expansion will be up to 9,840 sq m. We are also seeking permission for a replacement of the existing dwelling, and the creation of a new public footpath. The application is in outline, with all matters reserved except for access. Additional highways information submitted on 5th January 2021, 6th February 2021, 27th April 2021, 12th May 2021 and 7th June 2021 - <https://pa.midsussex.gov.uk/online-applications/applicationDetails.do?activeTab=externalDocuments&keyVal=QJDGE4KT0CP00>

Member Development Learning

All Member Development Learning Sessions are held in the Council Chamber unless otherwise stated. **Please confirm your attendance** to the below training sessions by emailing committees@midsussex.gov.uk or by calling 01444 477062.

Date & Time	Training Event	Indicator
21 June 2022 @ 3pm	Planning Training: Planning Enforcement <i>(Essential for Planning Members but all Members welcome)</i>	
Please note that this session is being rearranged due to the trainer being ill; a new date will be confirmed shortly.	Planning Training: Design & Heritage Assets <i>(Essential for Planning Members)</i>	

Planning Training

The Planning Training will cover the following topics over the course of four training sessions:

- Highways
- Heritage Assets
- Design case study



- Decision making
- Other material considerations
- S106
- Planning Enforcement

Learning Pool

For online training that you can do conveniently in your own time, please visit the Learning Pool.



To complete your online learning pool training modules please visit:

<https://stc.learningpool.com/login/index.php>

The modules available for Members to complete are:

- Safeguarding Adults
- Safeguarding and Child Protection
- County Lines
- What is GDPR?
- Getting Started with Social Media.
- Business Continuity Management.
- Annotating and Editing Documents.
- Planning Application Decision Making for Members

Information and News

COVID-19 News

Covid is now endemic, and we are working to live with it. Covid rates in West Sussex are steady and average about 80 cases per 100,000. With the average UK death rate of those testing positive for Covid within 28 days of death down in the last week but still about 90 per day, people are advised to remain cautious in busy indoor areas where ventilation is important. Mask wearing in busy indoor settings is also still advised together with regular handwashing. The number of people in hospital with Covid is now down to about ¼ of the peak numbers in January 2022 and about where they were in Autumn 2021.

Those with Covid symptoms are asked to self- isolate until those symptoms have passed to safeguard others. Lateral Flow tests will indicate when you are most infectious with Covid.

The best way to avoid serious illness from a Covid infection is to maintain the benefits of vaccination. Everyone 5 and over is eligible for a Covid vaccination. Those over 75 and Covid vulnerable people 12 and over who have had the second booster vaccination are showing additional protection against Covid infection.

In West Sussex about 10% of the population 12 and over remain without any Covid vaccinations and those people continue to be encouraged to come forward to get their first vaccination.

Being fully vaccinated makes overseas travel more straightforward and reduces the need for privately sourced Covid tests as part of overseas travel requirements.



Please see the attached information on Covid vaccination progress in West Sussex [here](#).

Please see the latest public data from West Sussex [here](#).

District Plan All Member Briefing

The Leader of the Council would like to invite all Members to an all Council Member briefing on the preparation of a District Plan, which the Portfolio Holder and the Leader think would be timely.

The briefing will be held on Wednesday 8th June 2022 at 6:00pm.

The session will be held in person in the Council Chamber or for those that cannot attend in person we are pleased to be able to offer this briefing remotely.

Members are asked to confirm their attendance and whether they will be attending in person or remotely by emailing chiefexecutiveoffice@midsussex.gov.uk.

Clair Hall Steering Group Meet

The Clair Hall members steering group met for the first time recently, along with our specialist cultural and creative consultants, BOP. To ensure transparency throughout the process short video messages will be released to update our residents on the progress of this work as we investigate the potential for multifunctional facilities on the site.

You can view the first of these video messages here https://youtu.be/ZiWzdW_dJdo

The engagement hub website (<https://engage.midsussex.gov.uk/clair-hall>) will act as the main method of communication during this project and this video will be made public on this site in the near future. If you could help us promote this among your constituents, we would be grateful.

EV Chargepoint Network - Members Webinar

Following on from the award of the EV Chargepoint Contract to Connected Kerb in November 2021, over 35 chargepoints are now operational as part of the [West Sussex Chargepoint Network](#). Connected Kerb are hosting a webinar for all County and District and Borough Members to provide an update on the programme, and share the recently developed Strategic Network Plan, showing where they believe there to be demand for chargepoints across the County. For more information including the agenda and to register, please follow [this link](#).

£150 Council Tax Energy Rebate Update

Where are we?

We are pleased to report to Members that to date we have paid 72% of residents that are eligible for this payment. This is comparable to neighbouring authorities and equates to over 28,000 households and over £4,000,000. We are however aware that some residents have not found the process easy.

What are we doing?

For those residents who pay their Council Tax by Direct Debit, payments should be made automatically by 31st May 2022.



If we are not able to do this automatically, we will write to the resident explaining the steps they will need to take to receive their rebate. This can be the case where the direct debit name does not match the Council Tax liable party.

What if residents do not pay by Direct Debit?

Residents who do not pay by direct debit are required to make a claim for their £150 Council Tax energy rebate. For those who are able, the easiest and quickest way to apply is online at www.midsussex.gov.uk/energy-payments. We would encourage all Members to refer residents to the website. The website includes all information needed to make an application as well as other useful information.

For residents who are not able to make their application themselves online and do not have anyone that can help them they can request a paper application form by calling (01444) 477564 or by visiting reception to collect their form.

We hope to be able to offer telephone applications in the near future and will update Members again once this service is offered.

What can I do as a Councillor to help?

Our phone lines are currently extremely busy whilst we process the applications and help those who have had problems. For anyone who is digitally enabled or who has friends or relatives who can assist, residents should be encouraged to find answers to their questions and apply online at www.midsussex.gov.uk/energy-payments.

For those who do not pay by direct debit, or where there is an issue, we are in the process of writing to and inviting them to make an application. These letters are being sent gradually so that our phone lines are not overwhelmed, which enables residents to be helped quickly, and enables the team to continue answering day to day Council Tax enquiries. However, Members can advise residents there is no need to wait for a letter before going online to make an application.

What happens next?

Once the application is received, we must perform checks to ensure that we are paying the correct person for the correct property. Some of the applications only need an automatic check and payments can be received within a week. Others need more manual intervention and can take longer. Those who apply online will receive an email notification if we need evidence to verify information, and when the applications have been approved.

For those who make a paper application, if further information is required, this will be requested by post, or by telephone, this may also be the case where applications are taken over the phone.

What help is there for low-income families that do not qualify for the main scheme?

We are also processing claims for our local scheme which is currently limited to households in Council Tax bands E-H and are in receipt of Council Tax Support. All those who are eligible have been written to requesting that they make an application.

This is a limited fund, and we want to ensure that we assist the most financially vulnerable residents first. Once these applications have all been received and processed, we will be opening the scheme to all residents in Council Tax bands E-H who are in receipt of any means tested benefits.



Where can Members go for further information

We'll be updating the energy payments content on the website regularly with any new information for residents, so this is the best place to obtain up-to-date information. We also have a dedicated email address for any questions relating to the energy payments: energyrebate@midsussex.gov.uk.

News Releases

For further information or copies of the news 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 June 2022 - [Urban Park proposed for Burgess Hill](#)

06 June 2022 - [Inspector finds Site Allocations Development Plan Document to be 'sound'](#)

