

Member Information Service

Decision Made by an Individual Cabinet Member

Call-in deadline – 10.00 a.m. on Thursday, 12th September 2013.

The following decisions have been made by the Cabinet Members for Finance and Service Delivery and Economic Development and Property and will come into effect at 10.00 a.m. on Thursday, 12th September 2013, unless the call-in procedure is activated. If you wish to request that a proposed decision is called in, please contact Jo Harper on 01444 477421 (jo.harper@midsussex.gov.uk) in addition to making a written request to the Monitoring Officer, Tom Clark.

Renewal of ICON Contract

The Cabinet Member agreed that the contract with Civica be renewed with a reduced annual fee of £32k.

The Introduction of Special Parking Tariffs During December 2013

The Cabinet Member agreed that:-

- a special flat tariff of £1 be introduced in specific long-stay car parks on Saturday, 7th, 14th and 21st December 2013; and
- free parking after 1.00 p.m. be offered in short-stay car parks on one day in each town, to coincide with a Christmas activity e.g. turning on of Xmas lights, late night shopping.

During the call-in period the reports are available to Members on the intranet:

<http://thewire/organisation/1613.htm>

Thereafter it will be an Executive Decision which can be found on the attached public link:

<http://mid-sussex.cmis.uk.com/mid-sussex/Councillors/ExecutiveDecisions.aspx>

Committee Meetings

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

September 2013

11th September - Cabinet @ 4.00 p.m.

11th September - Scrutiny Committee for Leisure and Community.

12th September – Cabinet Grants Panel @ 4.00 p.m.

18th September - Licensing Committee.

24th September - Audit Committee.

25th September - Charity Trustees @ 6.45 p.m.

25th September - Council.

27th September - CenSus Partnership @ Horsham DC offices, time to be confirmed.

PLANNING COMMITTEES

September 2013

12th September – Planning Committee A

19th September – Planning Committee B

Agenda Items

Cabinet – 11th September 2013

To confirm the Minutes of the meeting of Cabinet held on 9th July 2013.

Service and Financial Planning – Guidelines for 2014/15.

April to July Budget Management.

Air Quality Action Plan for Stonepound Crossroads, Hassocks.

Economic and Business Related Activities Fund.

Scrutiny Committee for Leisure and Community – 11th September 2013

To confirm the Open Minutes of the meeting of the Committee held on 12th June 2013.

Review of Rural Housing Allocations in the South Downs National Park and Areas of Outstanding Natural Beauty

Recyclate Quality Project – final Report of the Members Waste & Recycling Working Group – 11th September 2013.

Scrutiny Committee for Leisure and Community Work Programme 2013/2014.

Progress Update on Joint Re-Tender of the Grounds Maintenance Service.

Leisure Procurement.

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 they involve 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 meeting of the Committee held on 12th June 2013.

Progress Update on the Re-Tender of the Grounds Maintenance Service – Exempt Appendices 1 and 2

Leisure Procurement – Exempt Appendix 2.

Cabinet Grants Panel – 12th September 2013

To confirm the Minutes of the meeting of the Panel held on 24th July 2013.
To receive representations from Members of the Council on this application.
Corporate Grant Schemes.

North East Area Planning Committee – 12th September 2013

N.B. Please note that Members can click on the link shown under the application to view all the documents relating to this matter.

PART I – RECOMMENDED FOR APPROVAL

13/01343/FUL 1-25 Bell Hammer, East Grinstead, West Sussex, RH19 4EF

<http://pa.midsussex.gov.uk/online-applications/applicationDetails.do?activeTab=externalDocuments&keyVal=MLPG96KT04L00>

13/01502/FUL Greenstede House, Wood Street, East Grinstead, West Sussex, RH19 1UZ

<http://pa.midsussex.gov.uk/online-applications/applicationDetails.do?activeTab=externalDocuments&keyVal=MML22LKT0B400>

13/02302/FUL Goddenwick Cottage, Ardingly Road, Lindfield, Haywards Heath, West Sussex RH16 2QX

<http://pa.midsussex.gov.uk/online-applications/applicationDetails.do?activeTab=externalDocuments&keyVal=MPNZORKT07Z00>

13/02458/FUL Haywards Heath Rugby Football Club, Sports Pavilion, Whitemans Green, Cuckfield, Haywards Heath RH17 5HX

<http://pa.midsussex.gov.uk/online-applications/applicationDetails.do?activeTab=externalDocuments&keyVal=MQBVTRKT0A500>

PART II - RECOMMENDED FOR REFUSAL - None

PART III – OTHER MATTERS – None.

Member Training

Please note the timetable for Member Development for 2013/14. Details for individual sessions will follow.

Date and Time	Training Event
26th September 2013 @ 6.30 p.m.	Workshop on Benefit Reform
1st October 2013 @ 6:30pm	Licensing
26th November 2013 @ 6:30pm	Local Government Finance
4th February 2014 @ 6:30pm	Anti Social Behaviour: New Powers and Tools
11th March 2014 @ 6:30 p.m.	To be confirmed

Handouts from the previous training sessions on the CIL Update, Planning and Code of Conduct, Scrutiny Process and Skills and Procedure Rules are available from Member Services.

Computer Skills Training

The recent Members' training needs analysis identified a requirement for Computer Skills training. Due to the diverse needs of Members, training on basic computer skills will be offered to small groups or on a one-to-one basis as requested.

For further details on any of the above training events and to arrange a training session on Computer Skills, please contact Emma Balmforth on 01444 477225 or e-mail emma.balmforth@midsussex.gov.uk.

Member Information Service – 4th September 2013

THINK FAMILY/EARLY INTERVENTION

The Portfolio Holder for Health and Community has asked for Members to be provided with an update on the work the Council is undertaking to support families in particular need in the District.

Members will recall that the Mid Sussex Partnership (MSP) set up an Early Intervention Project to work with families in the District who are starting to struggle to prevent worse family breakdown occurring. The Early Intervention Project worker, Sarah Farr, carries out intensive 1-1 work with families over a period of up to a year, helping them with issues such as parenting skills, setting boundaries, managing finances and addressing abusive relationships. The project has been running for just over 18 months and in that time has undertaken very intensive work with 16 families. Six of these families have successfully exited the service and 10 are still receiving interventions. Sarah sits within the Performance and Partnerships Business Unit, and can be contacted on 01444 477049.

Members will also be aware of the national roll-out of the Troubled Families Initiative. This has been taken on locally by West Sussex County Council and named 'Think Family Expansion'. As part of the Think Family Expansion, the Council has been commissioned to provide another keyworker who will work with families referred through the County-wide programme. To meet the threshold for this programme, families need to meet at least 2 out of the 3 following nationally set criteria:

- There is a child in the family who has been subject to permanent exclusion; three or more fixed school exclusions across the last three consecutive terms or is in a pupil referral unit because they have been excluded or is not on a school roll; and/or has had 15% or more unauthorised absences or more from school across the last three consecutive terms. Or, the school has significant concerns about the attendance of one or more children in the family
- One or more under 18 year olds in the household with a proven offence in the last 12 months; and/or one or more members of the family has an anti-social behaviour order, anti-social behaviour injunction, anti-social behaviour contract or where the family has been subject to a housing related anti-social behaviour intervention in the last 12 months
- There is an adult claiming unemployment benefit in the household

Sarah Jones has now joined the Performance and Partnerships Business Unit to take on the role of Think Family keyworker, and will work alongside Sarah Farr to continue to provide high quality support to families in the District. These roles are further complemented by a number of other projects which have been set up by WSCC to operate in the District, dealing with families who have more complex needs than our own service can accommodate.

The following list describes some of the types of support our service can give:

- parenting support, including working with parents and children both separately and together to address relationship and behavioural issues
- practical matters such as improving the physical environment of the home
- supporting and advising on a move to more suitable accommodation if required
- organising referrals to suitable support groups, and encouraging attendance at these
- working with schools to agree support plans on issues such as behaviour, attendance and improving social networks at school
- helping families manage financial difficulties, addressing debt and learning to manage finances sustainably
- providing 1:1 support on low-level mental health issues such as anxiety and stress and ensuring appropriate mental health services are provided in more serious cases
- helping young people address antisocial behaviour issues and understand impacts of their behaviour

Since joining the team in June, Sarah Jones has started work with 5 families on an intensive one-to-one basis.

For more information on any aspects of the Early Intervention Project and the Think Family Expansion, please contact ioni.sullivan@midsussex.gov.uk

MID SUSSEX TRANSPORT STUDY – STAGE 2 **BRIEFING NOTE**

The Stage 1 Transport Study was completed in early 2013. Its purpose was to assess the impact on the transport network of land uses proposed in the District Plan, using the County transport model. The following briefing note explains the findings of the draft Stage 2 report, which is due to be finalised shortly.

The purpose of Stage 2 is to make further refinements, based on the results of Stage 1, in order to get a definitive picture of the impact the District Plan will have on the transport network. The aim is to ensure that the District Plan can be delivered without adverse or unacceptable effects on the transport network; the two studies will provide the evidence for this.

The Stage 2 modelling has been refined as follows:

- Stage 1 was produced before Neighbourhood Plan numbers were submitted by Town and Parish Councils. Stage 2 now uses the most up-to-date figures so can more accurately determine where in the District growth will occur.
- Stage 2 now includes the 480 dwellings at Kings Way, Burgess Hill, as a commitment rather than a future allocation. It is therefore considered in the 'Reference (baseline)' case rather than the 'Development (District Plan proposals)' case.
- The list of 'Primary and Secondary Interventions' (mitigation schemes) has been refined. This takes into account any schemes that are now considered as commitments which weren't considered at Stage 1, as well as amending and adding mitigation measures based on further discussions with the Northern Arc consortium, for example. Some schemes have been amended/added based on the results of Stage 1 in order to mitigate some of the capacity issues that Stage 1 flagged up. All have been discussed and agreed with WSCC Highways and are included in the Infrastructure Delivery Plan (IDP).

Junction Modelling and Results – Part 1

The modelling looks at two scenarios –

- Reference Case (which is a 'do nothing' approach, i.e. includes committed development but no further allocations through District Plan or Neighbourhood Plans)
- Development Case (i.e. all commitments plus District Plan and Neighbourhood Plan proposals)

This is in order to distinguish between capacity issues that may exist already or are naturally getting worse, and those that could be caused by the District Plan/Neighbourhood Plans.

The following Junctions are modelled to be over capacity in 2031:

Junction	Reference Case	Development Case	Conclusion
A2300 / Cuckfield Road	84%	102%	The cause of over-capacity is linked to the District Plan. It should be noted that none of these are significantly over capacity and will not be constraints to the District Plan being approved.
A272 / A273 Butlers Green	96%	101%	
B2036 / Northern Arc Spine Road	-	105%	
B2115 / B2110 Leechpond Hill, Lower Beeding	99%	101%	
B2113 Station Road / Mill Road, B Hill	91%	101%	
M23/A23 Pease Pottage	105%	106%	The cause of over-capacity is not directly linked to the District Plan (i.e. is occurring naturally). In some cases, the District Plan and Neighbourhood Plan allocations can reduce congestion as users seek more attractive routes.
A264 / A220 Copthorne	104%	104%	
A272 / A281 Cowfold	101%	101%	
A272 / B2111 Bedales, Haywards Heath	101%	101%	
A273 / B2116 Stonepound, Hassocks	113%	112%	
B2112 Fox Hill / Haywards Heath Relief Road	103%	104%	
B2113 Folders Lane / Keymer Road, Burgess Hill	107%	106%	
B2113 Station Road / Junction Road, Burgess Hill	104%	104%	
B2036 London Road / Ardingly Road, Cuckfield	108%	107%	

Junction Modelling and Results – Part 2

The second part of the modelling looks at how to remedy the Junctions that are over-capacity due to the District Plan/Neighbourhood Plans.

Junction	Suggested Mitigation
A2300 / Cuckfield Road	Widening of roundabout approach at Cuckfield Road
A272 / A273 Butlers Green	Widen the approach of the A273 (south) arm of the roundabout to 3 lanes, with a dedicated left turn lane.
B2036 / Northern Arc Spine Road	Is remedied with all other suggested mitigation schemes
B2115 / B2110 Leechpond Hill, Lower Beeding	A ghost-island right turn
B2113 Station Road / Mill Road, B Hill	Is remedied with all other suggested mitigation schemes

All of these schemes have been modelled and will resolve the capacity issues to below 100%.

Some schemes shift traffic elsewhere on the network, particularly at Ansty. It is suggested that the existing mini-roundabout is replaced by signals in order to reduce potential congestion here.

Further mitigation measures are suggested for the junctions that are over-capacity, but not due to the District Plan. The majority involve signals or increasing lane approaches to roundabouts and the majority can be resolved (some, such as Stonepound Crossroads, have very little scope for resolving congestion issues).

Links Over-Capacity

The following road links are modelled to be over capacity in 2031:

Link	Reference Case	Development Case	Conclusion
A264 W/B from A2220 to M23	81%	102%	The cause of over-capacity is linked to the District Plan.
B2036 N/B from Ardingly Rd to Staplefield Rd, Cuckfield	94%	119%	
B2115 W/B from B2036 to B2114 Slough Green	82%	106%	
A264 E/B from A2220 to B2028, Cophorne Common	101%	104%	The cause of over-capacity is not directly linked to the District Plan (i.e. is occurring naturally). In some cases, the District Plan and Neighbourhood Plan allocations can reduce congestion as users seek more attractive routes.
A264 W/B from B2028 to A2220, Cophorne Common	118%	138%	
A277 S/B from A275 to A27, Lewes	115%	112%	
B2113 Station Road W/B from Mill Road to Civic Way, Burgess Hill	109%	120%	

Again, further mitigation measures are proposed to remedy the link capacity issues arising from the District Plan and Neighbourhood Plan proposals.

Link	Suggested Mitigation
A264 W/B from A2220 to M23	Capacity Increase to wide single-carriageway standard (this entails wider lanes than normal which would allow greater capacity for HGV's and safer overtaking, for example)
B2036 N/B from Ardingly Rd to Staplefield Rd, Cuckfield	
B2115 W/B from B2036 to B2114 Slough Green	

This mitigation is felt to remedy the situation, and will not be a constraint on the District Plan being approved and implemented.

A23 Junctions

Modelling has suggested that there are no concerns surrounding links, junctions or bridges in terms of being over capacity aside from two:

A23/A2300 Hickstead – Existing mitigation should resolve any traffic issues arising from the District Plan proposals, however it will need to be enhanced by widening the A2300 to dual 2-lane carriageway between A23 and A273 to accommodate traffic demand.

A23 / M23 Pease Pottage – Problems will arise with and without the District Plan, and should not be a constraint on the District Plan being adopted. Resolving these issues should not be a condition for approval of the District Plan.

Ashdown Forest

A number of links and junctions through the Ashdown Forest have been measured. Although there would be small increases in traffic, all increases are considerably less than the threshold of 1,000 vehicles Annual Average Daily Traffic. The District Plan therefore does not cause traffic flows that would impact greatly on the Ashdown Forest.

Conclusions

The junction and link capacity issues that are modelled to arise in 2031 as a result of the District Plan can be remedied by the schemes suggested in the report. These are currently being verified by WSCC Highways as being feasible (in design/land terms).

The study concludes that the District Plan could be successfully delivered in transport impact terms (i.e. would pass the NPPF transport requirement) provided that the schemes suggested are factored in.

The final Stage 2 Report will shortly be published online in the Examination Library for the District Plan (www.midsussex.gov.uk/districtplan) . For any queries please contact Andrew Marsh in the Planning Policy and Economic Development Team (Andrew.Marsh@midsussex.gov.uk, 01444 477488).

COUNCIL'S CONSTITUTION

An updated version of the Constitution can be found on the Council's website using the following link: <http://www.midsussex.gov.uk/6792.htm>. This includes changes made since July 2012.

For further information please contact Tom Clark, Solicitor to the Council and Monitoring Officer on 01444 477459 or e-mail tom.clark@midsussex.gov.uk

News Releases

For further information on or copies of the press release listed below, please contact the Press Office on 01444 477387 or use the following link:

<http://www.midsussex.gov.uk/8485.htm>

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