

# Member Information Service

## Decisions made by Cabinet Members

The following decision has been made by the Cabinet Member for Housing and Planning and will come into effect at 10.00a.m. on Thursday 19 September 2019, 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 e-mail [committees@midsussex.gov.uk](mailto:committees@midsussex.gov.uk), in addition to making a written request to the Monitoring Officer, Tom Clark.

### Release of S.106 Local Community Infrastructure Contributions

The Cabinet Member for Housing and Planning approved the release of £2,225.67 from the development at land to the East Gravelye Lane, and North of Lyoth Lane to Lindfield Rural Parish Council to fund the purchase of an additional Speed Indication Device.

**A copy of the report is attached to this email. In due course, the report will be an Executive Decision which can be found [here](#).**

## Committee Meetings

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

### SEPTEMBER 2019

- 11 September – Scrutiny Committee for Housing, Planning and Economic Growth
- 16 September – Cabinet @ 4pm
- 18 September – Scrutiny Committee for Community, Customer Services and Service Delivery
- 19 September – District Planning Committee @ 2pm
- 23 September – Cabinet Grants Panel @ 4:30pm
- 24 September – Licencing Committee
- 25 September – Charity Trustees @ 6:45pm
- 25 September – Council
- 26 September – Planning Committee

### OCTOBER 2019

- 3 October – District Planning Committee @ 2pm
- 7 October – Standards Committee @ 6pm
- 14 October – Cabinet @ 4pm
- 17 October – Planning Committee
- 23 October – Scrutiny Committee for Housing, Planning and Economic Growth
- 29 October – Cabinet Grants Panel @ 4:30pm
- 31 October – District Planning Committee @ 2pm

## **Agendas – Items to be Considered**

### **Scrutiny Committee for Housing, Planning and Economic Growth – 11 September 2019**

Parking Strategy Members Working Group.

Site Allocations Development Plan Document - Draft Plan for Consultation.

Scrutiny Committee for Housing, Planning and Economic Growth - Work Programme 2019/20.

### **Cabinet – 16 September 2019**

Service and Financial Planning – Guidelines for 2020/21

Budget Management 2019/20 – Progress Report April to July 2019

Performance Monitoring for the First Quarter of 2019/20.

Sale of Land for Affordable Housing at Blackwell Farm Road, East Grinstead.

### **Scrutiny Committee for Community, Customer Services and Service Delivery – 18 September 2019**

Community Governance Review for Sayers Common

Draft Animal Welfare Policy

Proposal for an Enhanced Recycling Collection Service for Textiles and Small Waste Electrical and Electronic Equipment

Leisure Management Contract – Annual Report for 2018-19

Landscapes Contracts - Annual Review for 2018-19

Scrutiny Committee for Community, Customer Services & Service Delivery Work Programme

### **District Planning Committee – 19 September 2019**


**DM/19/1895 | Land At And Adjacent To The Former Sewage Treatment Works, Fairbridge Way, Burgess Hill, West Sussex, RH15 8BF** - Outline application for the development of the former sewage treatment works to provide up to 325 dwellings (Use class C3) with associated access, landscaping and associated infrastructure - <https://pa.midsussex.gov.uk/online-applications/applicationDetails.do?activeTab=externalDocuments&keyVal=PRUOHPKT07Z00>




**DM/19/2641 | Land South Of A2300, Gatehouse Lane, Goddards Green, West Sussex** - Employment development comprising up to 40,695sqm (Class B1(b), B1(c), B2, and B8) with ancillary offices, car parking and associated infrastructure. Access to be determined - <https://pa.midsussex.gov.uk/online-applications/applicationDetails.do?activeTab=externalDocuments&keyVal=PU242CKT04L00>

**DM/19/1025 | Wealden House, Lewes Road, Ashurst Wood, West Sussex, RH19 3TB** - Proposed new build residential development consisting of 54 units following the demolition of all existing site buildings. (Additional Information - Statement of Community Involvement received 04/04/2019). Amended plans and revised supporting information received 31 July - <https://pa.midsussex.gov.uk/online-applications/applicationDetails.do?activeTab=externalDocuments&keyVal=POEVHBKT0DA00>

## **Member Development Learning**

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

| <b>Date &amp; Time</b>                                | <b>Training Event</b>   | <b>Indicator</b>  |
|---|---|---|
| <b>17 September 2019</b><br><b>@</b><br><b>6:30pm</b> | <b>Leading Meetings and Active Listening Skills</b><br><i>(All Members welcome)</i> |  |

|  |   |   |
|--|---|---|
| <p style="text-align: center;"><b>22 October 2019</b><br/>@<br/><b>6:30pm</b></p>    | <p style="text-align: center;"><b>Introduction to Local Government Finance and Funding</b><br/><i>(All Members welcome)</i></p>   |  |
| <p style="text-align: center;"><b>19 November 2019 *</b><br/>@<br/><b>6:30pm</b></p> | <p style="text-align: center;"><b>Introduction to Housing Services</b><br/><i>(All Members welcome)</i></p>   |  |
| <p style="text-align: center;"><b>21 January 2020</b><br/>@<br/><b>6:30pm</b></p>    | <p style="text-align: center;"><b>A Revenues and Benefits update covering Council Tax, Council Tax Support, Housing Benefit, Welfare Reform and Business Rates</b><br/><i>(All Members welcome)</i></p> |  |

### **Leading Meetings & Active Listening Skills – Learning Objectives**

By the end of the session participants will be able to:

- identify techniques and strategies for different types of meetings and situations
- control and chair meetings appropriately and in a time-effective manner
- handle conflict in a confident and constructive way.
- active listening

All attendees will receive a 30-page booklet, which covers key skills for chairing different types of meeting.

Members are asked to confirm attendance or to give apologies via email to [committees@midsussex.gov.uk](mailto:committees@midsussex.gov.uk). This will enable us to confirm the expected number of participants to the external facilitator.

## **Information and News**

### **Northern Arc Members Briefing**

Cllr MacNaughton would like to invite all Members to a briefing on Homes England’s proposals for delivery of the Northern Arc.

Following the Members’ briefings on the Northern Arc held last Autumn there has been considerable work undertaken to progress the proposals in line with the District Plan Policy DP9 and the approved Northern Arc Masterplan and Infrastructure Delivery Plan. This briefing will provide an opportunity to update Members on the work undertaken to date.

The briefing is scheduled for Wednesday 18th September in the Council Chamber. The meeting will start at 5pm.

We do hope you will be able to attend this important briefing.

Please could you confirm your attendance with Ellen Fisher ([ellen.fisher@midsussex.gov.uk](mailto:ellen.fisher@midsussex.gov.uk)).

### **South Downs National Park - South Downs News**

Please find the latest edition of the South Downs News [here](#).

### **Review of Polling Districts, Polling Places and Polling Stations 2019 [Mid Sussex District]**

We have launched our compulsory 5 year review of polling districts and polling stations and you are invited to contribute any representations you may wish to make about our polling scheme. Please do so as soon as possible, but in any case by 29<sup>th</sup> November 2019. Our public notice, terms of reference, the current polling scheme and the Returning Officer's proposal are available to read [here](#).

The Representation of the People Act 1983 (RPA 1983) requires that all local authorities review their UK Parliamentary polling districts and polling places at least once every five years. Our previous review was conducted in late 2013 and reported to Council in early 2014.

The Electoral Registration and Administration Act 2013 introduced a change to scheduled timings in that the current compulsory review must be started and completed between 1 October 2018 and 31 January 2020 (inclusive). We have scheduled this review to begin today so that it occurs between the scheduled local and other elections of 2019 and 2020. We do appreciate that anticipation is building about additional, unscheduled electoral events, but in case of such event(s) this review would not be unduly affected. It would proceed and complete as planned.

For your information:

- A polling district is a geographical area created by the sub-division of a UK Parliamentary constituency for the purposes of a UK Parliamentary election. In England, each parish is to be a separate polling district.
- A polling place is the building or area in which polling stations will be selected by the (Acting) Returning Officer. A polling place within a polling district must be designated so that polling stations are within easy reach of all electors from across the polling district.
- A polling station is the room or area within the polling place where voting takes place. Unlike polling districts and polling places which are fixed by the local authority, polling stations are chosen by the relevant Returning Officer for the election.

Local authorities must also comply with the following access requirements. As part of the review, they must:

- seek to ensure that all electors in a constituency in the local authority area have such reasonable facilities for voting as are practicable in the circumstances
- seek to ensure that so far as is reasonable and practicable every polling place for which it is responsible is accessible to electors who are disabled

The council must have regard to the accessibility to disabled persons of potential polling stations in any place which it is considering designating as a polling place or the designation of which as a polling place it is reviewing. The Council therefore welcomes representation from any person or body with expertise in access for people with any type of disability. Persons or bodies making representations should, if possible, indicate any alternative locations that can be used as polling places and polling stations.

We very much hope that you will contribute to this review and we look forward to hearing from you.

## 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/>

09 September 2019 - [Council Tax Support consultation goes live](#)

05 September 2019 - [Site Allocation Development Plan published](#)