

**Minutes of the Meeting of the Mid Sussex District Council Cabinet
held on 24 September 2018
from 4.01 p.m. to 5.00 p.m.**

Present: Councillors: Jonathan Ash-Edwards, Judy Llewellyn-Burke , Andrew MacNaughton, Gary Marsh*, Garry Wall (Leader), Mandy Thomas-Atkin and Norman Webster*.

Officers: Kathryn Hall Chief Executive, Judy Holmes Assistant Chief Executive, Tom Clark Head of Regulatory Services, Simon Hughes Head of Digital and Customer Services, Peter Stuart Head of Corporate Resources, Sally Blomfield Divisional Leader for Planning and Economy, Elaine Clarke Community Leisure Officer, Alison Hammond Democratic Services Officer and Alexander Austin Democratic Services Officer.

*** Absent.**

1. DECLARATIONS OF INTEREST

Councillor Ash-Edwards declared that he is the Chairman of Sussex Learning Trust and his brother is an employee of AECOM but he has had no involvement with the Northern Arc Masterplan work.

2. APOLOGIES

Apologies were received from Councillors Gary Marsh and Norman Webster.

3. MINUTES

The minutes of the meeting held on 13 August 2018 were agreed as a correct record and signed by the Leader.

4. URGENT BUSINESS

None.

5. BUDGET MANAGEMENT 2018/19 – PROGRESS REPORT APRIL TO JULY 2018

Peter Stuart, Head of Corporate Resources introduced the report which provided an update on the progress of the Revenue Budget, Capital Programme and Treasury Management for 2018/19. The forecast revenue outturn position for 2018/19 at the end of July was showing a projected net overspend of £77,000 against the original estimate, which related mainly to forecast income shortfalls in respect of Garden Waste and Building Control Income. He noted that there had been an increased number of traveller incursions and drew attention to the recommendation that £172,000 be transferred to a specific reserve to expedite improvements to security across parks and open spaces.

The Deputy Leader and Cabinet Member for Economic Growth commented that extra costs had been incurred due to the disaggregation of Census which had been introduced to make financial savings. He welcomed the additional security measures at open space sites across the District.

The Cabinet Member for Customer Services noted her support for the acceleration of the improvement to security measures to the open spaces.

The Cabinet Member for Finance and Performance commented that the Council was on course with the budget for the first quarter.

The Cabinet Member for Housing and Planning noted that the report showed how well the Council manages its finances, this gives the Council the ability to use reserves to meet requirements placed on it that had not been expected.

The Leader noted that no more Members wished to speak so took them to the recommendation contained in the report, which was agreed unanimously.

RESOLVED

Cabinet resolved to recommend to Council for approval:

- (i) that £26,039 be transferred to the IER Specific Reserve as detailed in paragraph 22;
- (ii) that £325 grant income relating to Flexible Homelessness Support Grant be transferred to Specific Reserve as detailed in paragraph 23;
- (iii) that £39,200 be transferred to Specific Reserve as detailed in paragraph 24;
- (iv) that £177,169 be transferred to Specific Reserve as detailed in paragraph 25;
- (v) that £76,004 be transferred to Specific Reserve as detailed in paragraph 26;
- (vi) that £472,000 be transferred to Specific Reserve as detailed in paragraphs 27;
- (vii) that £68,699 be transferred to Specific Reserve as detailed in paragraph 28;
- (viii) that £171,600 be transferred to Specific Reserve as detailed in paragraphs 29;
- (ix) the variations to the Capital Programme contained in paragraph 36 in accordance with the Council's Financial Procedure rule B4.
- (x) and noted the remainder of the report.

6. SERVICE AND FINANCIAL PLANNING – GUIDELINES FOR 2019/20

Peter Stuart, the Head of Corporate Resources introduced the report which set out the service and financial context within which the authority would operate over the next two years and set out guidelines for developing the Corporate Plan and Budget for 2019/20. It provided a direction for the authority when considering future service and financial decisions.

The Leader noted that the Council was prudent and made provisions for the future in a challenging environment. He was reassured that the officers were diligent in looking at potential impacts on the budget.

The Cabinet Member for Finance and Performance agreed that the Council should be over prudent due to the uncertainties faced by the Council.

The Cabinet Member for Economic Growth commented that the guidelines were working well and gave the Council a strong financial footing. He noted the report on the recent Business Rate Retention Pilot.

The Cabinet Member for Customer Services thanked officers for their help in the implementation of new IT software.

The Cabinet Member for Housing and Planning highlighted the allocation of finance for the purchase of temporary accommodation within Mid Sussex because the Council had been prudent.

RESOLVED

Cabinet resolved to:

- (i) endorse the guidelines set out within this report and use these principles in preparing the 2019/20 Corporate Plan and Budget;
- (ii) reserve its decision on Council Tax levels until after the November 2018 Budget.

7. PARTNERSHIP AGREEMENTS

Elaine Clarke, Community Leisure Officer introduced the report to the Cabinet which provided an update on the Partnership Agreements with third sector partners and sought approval to extend grant funding arrangements to provide ongoing support. She advised that organisations are currently provided with core funding as part of the Partnership Agreement Programme. These organisations help the Council fulfil its corporate priorities by providing effective and responsive services which contribute to strong and resilient communities.

The Leader stated that the Council has good financial management which enables it to provide longer term financial support to their partners.

The Cabinet Member for Housing and Planning informed the Committee that the work by Citizens Advice Bureau has helped to reduce the level of homelessness as well as using their local knowledge to assist parishes in understanding their resident's housing needs. The Council have supported AGE UK and was concerned with the potential reduction in support by West Sussex County Council.

The Cabinet Member for Customer Services noted that she was happy to keep the funding in line with inflation.

The Leader noted that no more Members wished to speak so took them to the recommendation contained in the report, which was agreed unanimously.

RESOLVED

Cabinet resolved to:

- (i) award Action in Rural Sussex an annual grant of £7,226 for a three year period, from April 2019 - Mar 2022

- (ii) award Age UK East Grinstead an annual grant of £17,823 for one year, from Apr 2019 - Mar 2020, with an option to extend one year
- (iii) award Age UK West Sussex an annual grant of £53,470 for one year, from Apr 2019 - Mar 2020, with an option to extend one year
- (iv) note the funding commitment to Citizens Advice Bureau.
- (v) sign up to the Countywide VCSI Alliance proposal and award Mid Sussex Voluntary Action £38,471 pa. for a three year period, from April 2019 – Mar 2022

8. DRAFT NORTHERN ARC MASTERPLAN AND DRAFT INFRASTRUCTURE DELIVERY PLAN AND PHASING STRATEGY

The Leader drew Cabinet's attention to the tabled paper for item 8.

Judy Holmes, Assistant Chief Executive introduced the report which had been considered by the Scrutiny Committee for Community, Housing and Planning at its meeting on 12 September 2018. This report sought Cabinet's approval of the draft Masterplan and draft Infrastructure Delivery Plan and Phasing Strategy for the delivery of the Northern Arc Strategic Allocation, Burgess Hill. It was noted that West Sussex County Council had confirmed support for the Northern Arc Masterplan and IDP and this was tabled for the consideration of the Cabinet.

The Assistant Chief Executive noted the extensive scrutiny of the draft Masterplan and supporting papers at the Scrutiny meeting.

Sally Blomfield, Divisional Leader for Planning and Economy noted that the projected cost of infrastructure for the Northern Arc was £162 million and Homes England were working with major developers to deliver the Masterplan.

The Leader informed Cabinet that he had attended the Scrutiny meeting and there had been a good debate where non-committee members had been permitted to participate; there had been a good level of understanding and many questions answered. The Leader praised the officers and Members for the work required to bring this report to Cabinet.

The Cabinet Member for Housing and Planning also commended the officers on a well presented report which had received unanimous support. He advised that the Plan would benefit not just Burgess Hill but the whole of Mid Sussex.

The Cabinet Member for Economic Growth commented that the Plan would provide important growth for Burgess Hill.

The Cabinet Member for Finance and Performance stated that she had been pleased to attend the Scrutiny meeting and Burgess Hill is a good place for people to live and work as identified 15 years ago at the start of the Plan.

The Cabinet Member for Customer Services commented that it was a comprehensive document supporting the Town Council's vision for the future growth of Burgess Hill.

The Leader welcomed the Members comments and support and advised it had been a challenging but rewarding project. The Masterplan had seen support from Homes

England and all levels of Government and will deliver affordable homes, infrastructure and employment growth to make Mid Sussex a good place to live, work and invest in.

The Leader noted that no more Members wished to speak so took them to the recommendation contained in the report, which was agreed unanimously.

RESOLVED

Cabinet resolved to:

- (i) Approve the draft Masterplan and the draft Infrastructure Delivery Plan and Phasing Strategy as material considerations in the determination of planning applications for development within the Northern Arc strategic allocation;
- (ii) Agreed to delegate authority to the Divisional Leader for Planning and Economy, to make typographical and minor factual corrections to the documents as necessary prior to publication.

9. DISPOSAL OF SURPLUS COUNCIL LAND AT PADDOCKHALL ROAD, BENTSWOOD CRESCENT (HAYWARDS HEATH) AND BRIGHTON ROAD (HANDCROSS)

Peter Stuart, the Head of Corporate Resources introduced the report

The Cabinet Member for Economic Growth commented that in progressing the disposal of surplus sites the Council could make best use of its capital receipts.

The Cabinet Member for Finance and Performance said that she supported the sale of these brown field sites.

The Cabinet Member for Housing and Planning was also supportive.

The Leader noted that no more Members wished to speak so took them to the recommendation contained in the report, which was agreed unanimously.

RESOLVED

Cabinet is resolved to:

- (a) Formally declare each of the parcels of Council land at Paddockhall Road and Bentswood Crescent, (Haywards Heath), and Brighton Road (Handcross) shown edged in red on the plan on Appendix I to this report (“the Sites”) surplus to the Council’s land property requirements;
- (b) Authorise the Head of Corporate Resources and the Head Regulatory Services to commence the disposal of each of the Sites for residential development, subject to the grant of satisfactory planning permission, and on such other terms and conditions as the Head of Regulatory Services recommends to protect the Council’s position with any disposal proposal coming back to Cabinet after marketing.

10. AWARD OF CONTRACT FOR CHANGING PLACES TOILET FACILITY AT JANES LANE PAVILION, BURGESS HILL

Peter Stuart, the Head of Corporate Resources introduced the report.

The Cabinet Member for Customer Services emphasised the importance of Changing Places toilets for the residents that required them.

The Leader commented that he was pleased to note that the facility was jointly funded by MSDC and Lewes DC through a S106 contribution.

The Leader noted that no more Members wished to speak so took them to the recommendation contained in the report, which was agreed unanimously.

RESOLVED

Cabinet agreed to:

- (i) Authorise the additional funding of £20,740.00 required to enable the construction of the Changing Places Toilet facility.
- (ii) Award the contract to Contractor B who submitted the most economically advantageous tender, in the sum of £80,740.00 excluding VAT.

11. EXCLUSION OF PUBLIC AND PRESS.

The Leader proposed that the Press and Public be excluded from the meeting during consideration of the exempt items on the agenda and this was seconded by the Cabinet Member for Economic Growth. This was agreed.

RESOLVED

That the public and press be excluded from the meeting during consideration of the following item in accordance with Section 100A of the Local Government Act 1972, on the grounds that it involves the likely disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A of the said Act.

The Leader brought the meeting back into open session on the completion of exempt business.

14. QUESTIONS PURSUANT TO COUNCIL PROCEDURE RULE 10 DUE NOTICE OF WHICH HAS BEEN GIVEN.

None.

Chairman.