

# Member Information Service

## Decisions made by Cabinet Members

The following decisions have been made by Cabinet Members and will take effect at 10.00a.m. on Thursday 18 March 2021, 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.

### **Proposed New Lease – Units 24, Orchards Shopping Centre, Haywards Heath (EXEMPT)**

The Deputy Leader:

- (a) Authorised the grant of a new lease to Acorn Sales & Lettings Ltd, Estate Agents at Unit 24 for a term of 2 years.
- (b) Authorised the Solicitor to the Council to conclude the transaction above on the terms outlined below, and on any such other terms and conditions as the Solicitor to the Council may recommend to protect the Council's position.

### **Proposed New Lease – Units 25, Orchards Shopping Centre, Haywards Heath (EXEMPT)**

The Deputy Leader:

- (a) Authorise the grant of a new lease to Essence Hair Ltd at Unit 25 for a term of 5 years from the 21st February 2021.
- (b) Authorise the Solicitor to the Council to conclude the transaction above on the terms outlined below, and on any such other terms and conditions as the Solicitor to the Council may recommend to protect the Council's position.

### **Variation to Lease – Unit LSU1, Orchards Shopping Centre, Haywards Heath (EXEMPT)**

The Deputy Leader:

- (a) Authorised a variation of the lease terms to provide a revised rent clause allowing Marks & Spencer PLC to continue to pay the rent monthly in advance, as an alternative to the Quarterly rent as stated in the lease terms, which are due for the March quarter.
- (b) Authorised the Solicitor to the Council to conclude the transaction above on the terms outlined below, and on any such other terms and conditions as the Solicitor to the Council may recommend to protect the Council's position.

## **Release of S106 Local Community Infrastructure (LCI) contributions – Installation of Bus Shelters and Notice Board**

The Cabinet Member for Housing and Planning approved the release of £7,548.05 from the development on Land at Sandrocks to fund the purchase and installation of two bus shelters and a noticeboard near Cedar Avenue, Rocky Lane, Haywards Heath.

## **Adjustment of Local Land Charges Official Search Fee**

The Cabinet Member for Community approved the increase of the overall search fee from £111.00 to £113.40 (including VAT) to reflect the volume and variety of search enquiries, together with staffing levels required to provide a responsive service to meet the needs of the property market.

## **Revised Hackney Carriage and Private Hire Licensing Policy 2021**

The Cabinet Member for Community approved the Revised Hackney Carriage and Private Hire Licensing Policy attached in Appendix 1 for adoption on the 1st May 2021.

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

## **Committee Meetings**

**Please note that all meetings are virtual meetings and start times vary, as detailed below.**

The revised Programme of Meetings approved at Council on 30 September 2020, sets out the schedule of Council meetings for the remainder of the municipal year. Meetings for March and April are listed below:

### **MARCH 2021**

11 March – Planning Committee @ 4pm

15 March – Cabinet Grants Panel @ 4pm

~~17 March – Scrutiny Committee for Housing, Planning and Economic Growth @ 5pm~~ **Please note this meeting has been cancelled.**

~~18 March – District Planning Committee @ 2pm~~ **Please note this meeting has been cancelled.**

24 March – Scrutiny Committee for Community, Customer Services and Service Delivery @ 5pm

31 March – Council @ 6pm

### **APRIL 2021**

8 April – Planning Committee @ 4pm

15 April – District Planning Committee @ 2pm

Public access to the meetings is via a live stream video through the Council's official [YouTube channel](#). A link to the live stream is also provided on the Council's Facebook page in advance of each meeting. Owing to the Coronavirus (COVID-19) Pandemic, regular updates on the status of meetings in the forthcoming period will be provided to Members and the website will be continually updated.

Democratic Services has updated your O365 calendar with the revised dates and times, including the links to join the Zoom meetings.

We have also sent you tentative outlook calendar placeholders for the Programme of Meetings 2021 – 2022. The Programme of Meetings is still subject to change and is due to be presented to Council on 31 March.

In the meantime, these placeholders will allow you to see when we are planning to hold these meetings.

## Agendas – Items to be Considered

### Planning Committee – 11 March 2021 @ 4pm

#### Recommended for Approval

**DM/20/1503 | Oakwood, Amberley Close, Haywards Heath, West Sussex, RH16 4BZ** - Partial demolition of existing southern wing and construction of a part two-storey/part three-storey extension to existing care home to provide 31no. bedrooms and communal/ancillary facilities, with associated parking and landscaping. (Amended plans received, including reduction in the size of the extension) - <https://pa.midsussex.gov.uk/online-applications/applicationDetails.do?activeTab=externalDocuments&keyVal=Q9UZWSKT0CP00>

**DM/20/4426 | Little Torch, 4 Hassocks Road, Hurstpierpoint, Hassocks, West Sussex, BN6 9QN** - Change the use from Class C2 to Class C3 to form 8no. Residential flats, 2no. Dwelling houses, car parking and associated development - <https://pa.midsussex.gov.uk/online-applications/applicationDetails.do?activeTab=externalDocuments&keyVal=QKM4UVKT0CP00>

#### Other Matters

**DM/20/3832 | Evergreen Farm, West Hoathly Road, East Grinstead, West Sussex, RH19 4NE** - A planning obligation attached to planning permission reference 11/01105/EOT controls occupancy of the property to agricultural and equestrian workers only. Request discharge of this occupancy requirement as no longer relevant - <https://pa.midsussex.gov.uk/online-applications/applicationDetails.do?activeTab=externalDocuments&keyVal=QIACRVKT0CP00>

### Cabinet Grants Panel – 15 March 2021 @ 4pm

Covid-19 Recovery Grant Scheme - Business Grants.

Covid-19 Recovery Grant Scheme - Community and Voluntary Sector Applications.

Corporate Grant Schemes - Release of S106 Contributions.

Corporate Grant Schemes - Community and Economic Development Grants.

## Member Development Learning

### 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:

- County Lines – **NEW!**
- What is GDPR?
- Getting Started with Social Media.
- Business Continuity Management.
- Annotating and Editing Documents.
- Planning Application Decision Making for Members

If you have any problems with accessing the Learning Pool, please contact Member Services.

### New Module Available - County Lines

Can you recognise county lines activities? Do you know what to do if someone is at risk of exploitation? In the module, you will explore the ways children, young people and vulnerable adults are exploited by criminal activity and be provided with mechanisms to safeguard and take action when someone is at risk.

For ease of reference, please find the link to Learning Pool [here](#).

The deadline to complete this module is **5pm on Wednesday 31 March 2021**.

## Information and News

### COVID-19 News

Covid levels in Mid Sussex have dropped from their peak shortly after Christmas and are now about 25 cases per 100,000 and therefore after 9 weeks of lockdown Mid Sussex has a similar infection rate as it had in mid - September 2020. Covid rates have fallen in all other Sussex authorities in the past week.

This rapid fall from very high Covid levels at the start of 2021 is reflected across England. A majority of authorities in Sussex and the South East now have Covid rates below 25 cases per 100,000 which means the South East average is below the England average of about 50 cases per 100,000 . Crawley and Arun still have Covid levels above the England average but overall West Sussex is about at the South East Covid average of 40 cases per 100,000.

The first stage of the roadmap started this Monday with schools re-opening in accordance with the road map attached. In addition, appropriate political campaigning (leafleting and canvassing) for the May elections is now permitted. Lateral Flow Tests are being used to identify people who have Covid but have no symptoms to try to maintain the low current Covid rates.

Both hospitalisations and Covid death rates continue to fall in Sussex from the very high levels seen in late January and are now similar to those seen last October.

The expanding local Covid vaccination programme will assist in bringing hospitalisations and Covid deaths down but there is a risk that new variants and the “Kent” variant of the Covid virus will push these figures in the opposite direction as restrictions start to be lifted from 8<sup>th</sup> March 2021.

People aged 55 and over are now eligible for their first vaccination. The vaccination of more medically vulnerable people aged 16 to 64 will continue alongside the second vaccination for those people vaccinated at the beginning of the vaccination programme in December 2020/January 2021.

Please see information on Covid-19 vaccination progress in West Sussex [here](#).

The latest public data for Covid rates in West Sussex can be found [here](#). Further advice and information on the current restrictions from West Sussex County Council can be found [here](#).

### **Guidance on Census Field Operation for Police forces and for Trading Standards**

Please find the link [here](#) to the guidance on Census Field Operation for Police forces and for Trading Standards, relating to the Census 2021.

## **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/>

08 March 2021 - [Coronavirus response hits council finances hard](#)

03 March 2021 - [Residents enjoy rejuvenated Batchelor’s Field play equipment](#)