

# Member Information Service

## Decisions made by Cabinet Members

The following decision has been made by the Cabinet Member for Customer Services and will take effect at 10.00a.m. on Monday 12 April 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.

### Council Tax Support Scheme – Additional Discretionary Discounts

The Cabinet Member for Customer Services approved an additional discretionary discount from Council Tax of up to £150.00 per household for working age claimants in 2021/22, with the principles detailed in this report.

The following decision has been made by the Leader and will take effect immediately as an urgent matter.

### Discretionary Grants – Additional Restrictions Grant Guidelines (Protected from Call-In)

The Leader approved the Council's updated joint Additional Restrictions Discretionary Grants Guidelines from the 1st April 2021.

**A copy of the report is attached to this email and is 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**

31 March – Council @ 6pm

### **APRIL 2021**

8 April – Planning Committee @ 4pm

15 April – District Planning Committee @ 2pm

28 April – Annual Council at 6pm – **Please note that this meeting has been brought forward from 12 May.**

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.

## Agendas – Items to be Considered

### Council – 31 March 2021 @ 6pm

Haywards Heath Town Centre Masterplan – Supplementary Planning Document.

Programme of Meetings 2021/22. - **Withdrawn**

Standards Committee Annual Report 2020.

Treasury Management Strategy Statement and Annual Investment Strategy 2021/22 to 2023/24.

### Planning Committee – 8 April 2021 @ 4pm

#### Recommended for Approval

**DM/20/3382 | Land East Of Haycorn, Street Lane, Ardingly, West Sussex** - Construction of two attached houses together with access and parking - <https://pa.midsussex.gov.uk/online-applications/applicationDetails.do?activeTab=externalDocuments&keyVal=QGN9MWKT04L00>

**DM/20/4372 | Frank's House, Farney Close School, Bolney Court, Crossways, Bolney, West Sussex, RH17 5RD** - Change of use to teaching suite with the blocking up two windows, insertion of 3 smaller windows and new canopy - <https://pa.midsussex.gov.uk/online-applications/applicationDetails.do?activeTab=externalDocuments&keyVal=QKCNSYKT0DA00>

**DM/20/4654 | Twoways, Station Road, Crawley Down, Crawley, West Sussex, RH10 4JE** - Demolition of the existing detached bungalow and the erection of 3no. four bedroom detached houses with associate garages - <https://pa.midsussex.gov.uk/online-applications/applicationDetails.do?activeTab=externalDocuments&keyVal=QLHL3SKT07Z00>

**DM/21/0165 | Mill Nursery, London Road, Hassocks, West Sussex, BN6 9NB** - Demolition of existing buildings and erection of 3no. four-bedroom dwellings and 1no. four bedroom replacement dwelling with associated parking, amenity space and landscaping -

<https://pa.midsussex.gov.uk/online-applications/applicationDetails.do?activeTab=externalDocuments&keyVal=QN4VM2KT0DA00>

### **Recommended for Refusal**

**DM/20/3456 | Land West Of Kilnwood Apartments, Rocky Lane, Haywards Heath, West Sussex** - Erection of 9 apartments within a single three storey building, along with access, parking and landscaping. (Revised plans received 08.12.2020 showing changes to the red line boundary, parking and landscaping) (Revisions to landscaping 03.02.2021) -

<https://pa.midsussex.gov.uk/online-applications/applicationDetails.do?activeTab=externalDocuments&keyVal=QGSZ2UKT0DH00>

### **Liquor Licensing Panel – 9 April 2021 @ 10am**

Application of a New Premises Licence.

## **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
- 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.

### **COVID-19 News**

Covid levels in Mid Sussex remain under 25 cases per 100,000 and therefore Mid Sussex has a similar infection rate as it had in mid - September 2020. Covid rates have fallen in Worthing and Arun over the past week but increased in Chichester. The average Covid rate in West Sussex has fallen over the past week and is below the South East average of about 35 cases per 100,000.

This rapid fall from very high Covid levels at the start of 2021 is reflected across England but in parts of the north and the East Midlands Covid rates are still above 100 cases per 100,000 with some increases in the past week.

A majority of authorities in Sussex now have Covid rates below 25 cases per 100,000 which means the Sussex average is well below the England average of about 50 cases per 100,000. However, Crawley and Eastbourne still have Covid levels around the England average.

The first stage of the roadmap started on Monday 8<sup>th</sup> March 2021 with schools re-opening . In addition, appropriate political campaigning for the May elections was permitted. Lateral Flow Tests are being used to identify people who have Covid but have no symptoms to try to maintain the low Covid rates at the beginning of March 2021 which to date has been successful. Since the 29<sup>th</sup> March 2021 groups of 6 or two households are allowed to meet outside including private gardens and outdoor sports such as golf and tennis are now open again. The emphasis is on keeping things in the fresh air where transmission of the virus is less likely and maintaining Hands, Face and Space. Subject to the data permitting the next step of the roadmap is on Monday 12<sup>th</sup> April when non-essential shops should reopen alongside outdoor service in pubs and restaurants.

Both hospitalisations and Covid death rates continue to fall in Sussex from the very high levels seen in late January and are now heading to the low levels seen last September.

The continuing local Covid vaccination programme will assist in bringing hospitalisations and Covid deaths down further but there is a risk that new variants of the Covid virus will push these figures in the opposite direction as restrictions are lifted further in the next few weeks.

All people aged 50 and over are eligible for their first vaccination. The vaccination of more medically vulnerable people aged 16 to 49 alongside the second vaccination for those people first vaccinated in January/February 2021 will continue in April.

All people aged 40 and over will be invited to book a Covid vaccination in April as vaccine supplies permit.

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](#).

### **Census 2021 update**

The Office for National Statistics (ONS) have provided the Council with an initial snapshot of return rates for Mid Sussex, taken on 24 March. Based on the ONS 'Lower Level Super Output Areas' that are loosely comparable to parish areas, a generally above average picture of return rates is shown, with couple of 'amber' areas around western Copthorne and south of Haywards Heath which may be explained by the presence of active housing development sites. A further snapshot is due to be taken on 7 April which should provide a clearer picture of the overall response rate, once paper returns start to be received by the ONS.

Census ground staff are now actively working across the district to follow up on 'no-response' households and members may well have seen them out and about, they are clearly identifiable with Census tabards, ID and mobile devices. It is worth reminding members of the ONS guidance on what a member of the public should be aware of if they are concerned that the person on their doorstep is not a genuine census official:

- Census officers will carry an ID card with their photograph and name
- Census officers will work through the day to make contact with residents but will not call before 09:00 or after 20:00
- Census officers will never ask for money or bank details
- Census officers will never need to enter someone's home
- Census officers will have census leaflets and paper questionnaires with them
- If the householder is still concerned, they can ring the contact centre for further advice: 0800 141 2021

Whilst the Council's main approach is to continue to direct residents to [www.census.gov.uk](http://www.census.gov.uk) or the national helpline: 0800 141 2021; if members are contacted by distressed elderly or infirmed residents who require a paper form and are without internet access and unable to get through to the national helpline, they can be advised to call the District Council Contact Centre on 01444 458166. The Contact Centre staff will be able to order a household form for them using the online process, which will be delivered by post.

### **Electoral Review of Mid Sussex District Council is Live**

On Tuesday 23 March 2021, the Local Government Boundary Commission for England (LGBCE) launched its Electoral Review of Mid Sussex District Council. It begins with a period of public consultation on council size and warding patterns. This is the first of two substantial consultation periods and it is open from 23 March 2021 until 31 May 2021. Residents, community groups and political stakeholders are encouraged to engage with the Review.

There is advice on [LGBCE's website](#) about how to get involved with the consultation. The website features [technical guidance](#) that explains the process and LGBCE's policies, as well as guidance on how to take part at each stage. They have set up a [webpage](#) dedicated to the Review of Mid Sussex, where all the relevant information is available.

Interactive maps of the current ward boundaries across Mid Sussex are available on LGBCE's [specialist consultation portal](#). The portal allows participants to comment and upload documents directly to the site.

### **Regulated election period begins on Monday 29<sup>th</sup> March 2021**

Members will be aware that scheduled local elections and the deferred Police & Crime Commissioner election are due to take place on Thursday 6 May 2021. The regulated election period started on Monday 29<sup>th</sup> March 2021. Attached for Members and Officers to note is important advice from the Monitoring Officer, Tom Clark, explaining restrictions on the Council's public activities during this period of heightened political sensitivity.

## **Compliments and Complaints**

For February 2021 the following Compliments and Complaints were received by this Council:

### **Compliments = 49**

Customer services = 26

Waste and Outdoor = 7

Planning = 6

Revenues = 4

Housing = 5

Corporate Estates & Facilities = 1

### **Complaints = 9**

Waste = 3

Revenues = 3

Planning = 2

Community Services, Policy & Performance = 1

Each Complaint and Compliment is shared with the relevant Business Unit Leader on receipt to embed best practise. Should you wish to see details of any of these compliments or complaints please contact Karen Spiers in the first instance

## **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/>

30 March 2021 - [West Sussex County Council and Sussex Police and Crime Commissioner elections called](#)

29 March 2021 - [No change to rubbish and recycling collection days over Easter](#)