

Forward Plan of Key Decisions

The County Council must give at least 28 days' notice of all key decisions to be taken by councillors or officers. The Plan describes these proposals and the month in which the decisions are to be taken over a four-month period. Decisions are categorised according to [Cabinet Member](#) portfolios.

The most important decisions will be taken by the Cabinet. Due to the continuing public health restrictions, there will be limited public access to the meeting. Admission is by ticket only, bookable in advance via: democratic.services@westsussex.gov.uk. The meetings will be available to watch online via our [webcasting website](#). The [schedule of monthly Cabinet meetings](#) is available on the website. The Forward Plan is updated regularly and key decisions can be taken on any day in the month if they are not taken at Cabinet meetings. The [Plan](#) is available on the website. [Published decisions](#) are also available via the website.

A key decision is one which:

- Involves expenditure or savings of £500,000 or more (except treasury management); and/or
- Will have a significant effect on communities in two or more electoral divisions in terms of how services are provided.

The following information is provided for each entry in the Forward Plan:

Decision	A summary of the proposal.
Decision By	Who will take the decision - if the Cabinet, it will be taken at a Cabinet meeting in public.
Date added	The date the proposed decision was added to the Forward Plan.
Month	The decision will be taken on any working day in the month stated. If a Cabinet decision, it will be taken at the Cabinet meeting scheduled in that month.
Consultation/ Representations	How views and representations about the proposal will be considered or the proposal scrutinised, including dates of Scrutiny Committee meetings.
Background Documents	The documents containing more information about the proposal and how to obtain them (via links on the website version of the Forward Plan). Hard copies are available on request from the decision contact.
Author	The contact details of the decision report author
Contact	Who in Democratic Services you can contact about the entry

Finance, assets, performance and risk management

Each month the Cabinet Member for Finance reviews the Council's budget position and may take adjustment decisions. A similar monthly review of Council property and assets is carried out and may lead to decisions about them. These are noted in the Forward Plan as 'rolling decisions'.

Each month the Cabinet will consider the Council's performance against its planned outcomes and in connection with a register of corporate risk. Areas of particular significance may be considered at the scheduled Cabinet meetings.

Significant proposals for the management of the Council's budget and spending plans will be dealt with at a scheduled Cabinet meeting and shown in the Plan as strategic budget options.

For questions contact Helena Cox on 033 022 22533, email helena.cox@westsussex.gov.uk.

Published: 18 June 2021

Forward Plan Summary

Summary of all forthcoming executive decisions in Cabinet Member portfolio order

Decision Maker	Subject Matter	Date
Executive Director Children, Young People and Learning	Family and Community Support Services - Award of Contract	July 2021
Cabinet	Early Help Service Redesign	July 2021
Cabinet Member for Children and Young People	Procurement of a Recording System for Children, Young People and Learning	July 2021
Executive Director Children, Young People and Learning	Award of contract - Accommodation services for young people aged 16+	August 2021
Director of Education and Skills	Arrangements for Alternative Provision for Key Stage 4 Learners	June 2021
Cabinet Member for Learning and Skills	Replacement All Weather Pitch at Tanbridge House School, Horsham	June 2021
Cabinet Member for Learning and Skills	Provision of an All Weather Pitch at The Forest School, Horsham	June 2021
Director of Property and Assets	Award of contract for Delivery of Phase 1 works - Change of status of The Forest Boys' School, Horsham	June 2021
Cabinet Member for Learning and Skills	Slinfold CE Primary School - Funding for Replacement of Modular Teaching Accommodation	June 2021
Director of Property and Assets	Award of contract for installation of Modular Teaching Unit at Oak Grove College, Worthing	June 2021
Cabinet Member for Learning and Skills	Phase 2 Special Support Centre Programme - Edward Bryant Primary School, Bognor Regis - Allocation of Funding for Project Delivery	June 2021
Cabinet Member for Learning and Skills	Phase 2 Special Support Centre Programme - Felpham Community College, Bognor Regis - Allocation of Funding for Project Delivery	June 2021
Cabinet Member for Learning and Skills	Phase 2 Special Support Centre Programme - St Margaret's CE Primary School, Angmering - Allocation of Funding	June 2021
Cabinet Member for Learning and Skills	Phase 2 Special Support Centre Programme - West Park Primary School, Worthing - Allocation of Funding	June 2021
Director of Property and Assets	Award of Contract for the Woodlands Meed College New Build Project	June 2021
Director of Property and Assets	Award of contract for construction of an All Weather Pitch at The Forest School, Horsham	June 2021
Director of Property and Assets	Extension to the Pre-Construction Services Agreement for Woodlands Meed College New Build Project	June 2021
Cabinet Member for Learning and Skills	Burgess Hill Northern Arc - New Secondary School - Allocation of Capital Funding for Design Fees	June 2021
Director of Property and Assets	Award of contract for the expansion of Palatine Primary School	July 2021

Director of Education and Skills	Award of a Pseudo-Dynamic Purchasing System for Independent Alternative Provision for children with Special Educational Needs and Disabilities (SEND)	July 2021
Cabinet Member for Learning and Skills	Allocation of Funding for Investment in Site Security and Fencing Improvements in West Sussex Maintained Schools	July 2021
Director of Property and Assets	Award of contract to provide permanent accommodation for the expansion of River Beach Primary School, Littlehampton	August 2021

Children and Young People

Executive Director Children, Young People and Learning

Family and Community Support Services - Award of Contract	
<p>In February 2020 the Cabinet Member for Children and Young People approved the commencement of a procurement to set up a Framework Agreement. The Framework will enable the purchase of Family and Community Support (FACS) Services for families with children and young people with severe and complex disabilities and/or autism who require bespoke care packages (decision CYP02 (20/21) refers).</p> <p>As part of the decision the Cabinet Member approved the delegation of authority to the Executive Director of Children, Young People and Learning to implement the Framework Agreement.</p> <p>The procurement has now been undertaken and the Executive Director of Children, Young People and Learning will be asked to approve the award of contracts to successful bidders.</p>	
Decision by	Lucy Butler - Executive Director Children, Young People and Learning
Date added	14 May 2021
Month	July 2021
Consultation/Representations	Representations concerning this proposed decision can be made to the Executive Director of Children, Young People and Learning, via the officer contact, by the beginning of the month in which the decision is due to be taken.
Background Documents (via website)	Cabinet Member decision CYP02(20/21)
Author	Jacqui Parfitt Tel: 033 022 29488
Contact	Wendy Saunders Tel: 033 022 22553

Cabinet

Early Help Service Redesign

The County Council's Early Help service is part of its Children, Young People and Learning Directorate. It identifies and works with children and families in need of support, to help to promote the safe and healthy development of children and young people within stable families and prevent social care interventions in the future.

The County Council wishes to create an improved, targeted Early Help offer directed to those most at need, while continuing to provide the existing statutory functions of the service, and to deploy its resources with the greatest efficiency and the maximum benefit to vulnerable children and families.

On 23 February 2021, the Cabinet approved ([decision CAB17 \(20/21\) refers](#)) the launch of a public consultation on its preferred option for the future design of the Early Help service, to increase the support and focused response to vulnerable children, for which there is an identified and growing need. This would ensure that families have access to the most appropriate support, including closer working with schools, the Children's Social Care service and the Council's other delivery partners.

The public consultation, running between 8 March and 17 May 2021 has enabled all customers and stakeholders of the service, together with local communities to study and comment on the detailed proposals, and the reasons for the Council's preferred option.

Following consideration of the results of the public consultation Cabinet will be asked to make a decision about the form of the new Early Help service, the future service offer and its means of delivery.

Decision by	Cllr A Jupp, Cllr J Dennis, Cllr Russell, Cllr Marshall, Cllr Crow, Cllr N Jupp, Cllr Urquhart, Cllr Lanzer, Cllr Waight, Cllr Hunt - Cabinet
Date added	14 May 2021
Month	July 2021
Consultation/ Representations	Children and Young People's Services Scrutiny Committee – 30 June 2021 Representations concerning this proposed decision can be made to the Cabinet Member for Children and Young People via the author or officer contact, by the beginning of the month in which the decision is due to be taken.
Background Documents (via website)	Cabinet Report CAB17 (20/21)
Author	Claire Hayes Tel: 07702 442462
Contact	Wendy Saunders Tel: 033 022 22553

Cabinet Member for Children and Young People

Procurement of a Recording System for Children, Young People and Learning

Children, Young People and Learning (CYPL) has the ambition to significantly consolidate and better integrate recording systems which hold information about children and their families. Work is underway to improve use of existing IT systems however there is a need to procure a new or improved system(s). CYPL currently has 11 systems in use and there is a need to significantly reduce this to support CYPL's improvement journey. It is imperative that IT systems support improvement activities.

The benefit to children, young people, their families and those working closely with them is that there will be a clearer record of the child's journey, less repetition for children (and their families) in re-telling their story, and reduced risks around sharing and insight of information across CYPL.

It is proposed to commence a procurement process to seek a number of system suppliers who could achieve the aim of consolidating and integrating recording systems. The anticipated cost is up to £1.65m over two years which includes the purchase, licence, support and implementation costs.

The Cabinet Member for Children and Young People will be asked to approve;

- (1) The commencement of a procurement for a system(s) to achieve consolidation and integration of recording systems and to
- (2) Delegate authority, to the Executive Director of CYPL to award the contract(s).

Decision by	Cllr Russell - Cabinet Member for Children and Young People
Date added	24 May 2021
Month	July 2021
Consultation/ Representations	<p>Finance Legal IT Procurement</p> <p>Representations concerning this proposed decision can be made to the Cabinet Member for Children and Young People, via the officer contact, by the beginning of the month in which the decision is due to be taken.</p>
Background Documents (via website)	None
Author	Vince Clark Tel: 07402 338396
Contact	Wendy Saunders Tel: 033 022 22553

Executive Director Children, Young People and Learning

Award of contract - Accommodation services for young people aged 16+	
<p>In March 2021 the Cabinet Member for Children and Young People approved the commencement of a procurement process for a 16+ Older Looked After Children and Care Leavers Framework Agreement (decision CYP03(20/21) refers. The framework will enable the County Council to source a range of accommodation services for young people aged 16 years and over who are looked after as part of preparing them for living independently.</p> <p>As part of the decision to commence the procurement the Cabinet Member also approved the delegation of authority to the Executive Director Children, Young People and Learning to implement the Framework Agreement.</p> <p>The procurement has now been undertaken and the Executive Director of Children, Young People and Learning will be asked to implement the framework agreement and approve the award of contracts to successful bidders.</p>	
Decision by	Lucy Butler - Executive Director Children, Young People and Learning
Date added	24 May 2021
Month	August 2021
Consultation/Representations	Representations concerning this proposed decision can be made to the Executive Director of Children, Young People and Learning via the officer contact, by the beginning of the month in which the decision is due to be taken
Background Documents (via website)	Cabinet Member Decision CYP03(20/21)
Author	Shelly Dichello Tel: 033 022 24131
Contact	Wendy Saunders Tel: 033 022 22553

Learning and Skills

Director of Education and Skills

Arrangements for Alternative Provision for Key Stage 4 Learners
<p>The County Council currently commission Chichester College Group and Greater Brighton Metropolitan College to deliver education provision for Learners aged 14-16 whose needs are deemed better met by a more vocational curriculum. Both of these contracts were awarded in September 2020 and expire in August 2021(decision reference OKD30(20/21) refers).</p> <p>Building on the success to date of this education provision in delivering improved outcomes for these learners, the County Council wish to ensure these services continue</p>

post August 2021. Therefore, it is proposed to seek appropriate arrangements to enable the continued delivery of a vocational curriculum for 14-16 year olds.

The Director of Education and Skills will be asked to approve the necessary contractual arrangements for the delivery of Alternative Provision for Key Stage 4 Learners post August 2021.

Decision by	Paul Wagstaff - Director of Education and Skills
Date added	23 February 2021
Month	June 2021
Consultation/ Representations	Further Education Colleges Procurement Legal Finance Representations concerning this proposed decision can be made to the Director of Education and Skills, via the officer contact, by the beginning of the month in which the decision is due to be taken
Background Documents (via website)	Officer Key Decision OKD30(20/21)
Author	Ellie Evans Tel: 033022023582
Contact	Wendy Saunders Tel: 033 022 22553

Cabinet Member for Learning and Skills

Replacement All Weather Pitch at Tanbridge House School, Horsham	
<p>As part of the secondary school curriculum, Physical Education is a core subject and suitable provision is required to enable a wide range of sport to be offered and ensure children are given the Best Start in Life.</p> <p>Tanbridge House School has an All Weather Pitch facility which is in a deteriorating condition and is now at the end of its life. The pitch requires replacement to ensure continued provision for sport.</p> <p>The Cabinet Member for Learning and Skills will be asked to approve the allocation of capital funding, from Section 106 contributions, to undertake a project to replace the All Weather Pitch at Tanbridge House School, thereby ensuring ongoing sports provision to meet the needs of the secondary school curriculum.</p>	
Decision by	Cllr N Jupp - Cabinet Member for Learning and Skills
Date added	3 August 2020
Month	June 2021
Consultation/ Representations	School Parents and local residents Parish and District Councils

	Representations concerning this proposed decision can be made to the Cabinet Member for Learning and Skills, via the officer contact, by the beginning of the month in which the decision is due to be taken
Background Documents (via website)	
Author	Leigh Hunnikin Tel: 033 022 23051
Contact	Wendy Saunders Tel: 033 022 22553

Cabinet Member for Learning and Skills

Provision of an All Weather Pitch at The Forest School, Horsham	
<p>As part of the secondary school curriculum, Physical Education is a core subject and suitable provision is required to enable a wide range of sport to be offered and ensure children are given the Best Start in Life.</p> <p>The Forest School does not currently have an All Weather Pitch (AWP) facility. Following the Cabinet Member Decision in July 2020 (Decision reference ES02(20/21)) that approved the siting of additional accommodation for QEII School on some of the existing playing field at The Forest School installation of an AWP is now required to mitigate the impact.</p> <p>The Cabinet Member for Learning and Skills will be asked to approve the allocation of capital funding from Section 106 contributions to undertake a project to provide an All Weather Pitch at The Forest School thereby ensuring ongoing sports provision to meet the needs of the secondary school curriculum.</p>	
Decision by	Cllr N Jupp - Cabinet Member for Learning and Skills
Date added	3 August 2020
Month	June 2021
Consultation/ Representations	<p>School Parents and local residents Parish and District Councils</p> <p>Representations concerning this proposed decision can be made to the Cabinet Member for Learning and Skills, via the officer contact, by the beginning of the month in which the decision is due to be taken.</p>
Background Documents (via website)	Cabinet Member Decision ES02 (20/21)
Author	Leigh Hunnikin Tel: 033 022 23051
Contact	Wendy Saunders Tel: 033 022 22553

Director of Property and Assets

Award of contract for Delivery of Phase 1 works - Change of status of The Forest Boys' School, Horsham

The Forest School, Horsham, is currently a single-sex boys' school. In October 2020, following a public consultation, the proposal to alter The Forest School to become a co-educational school from September 2021 entry was confirmed ([Decision Reference ES08\(20/21\)](#)). Capital investment will be required to enable the necessary building adjustments to take place so that girls can attend the school.

As part of a separate key decision process the Cabinet Member for Education and Skills approved the allocation of capital funding to enable the first phase of the project to enable the school to welcome girls to proceed (decision [ES18\(20/21\)](#) refers. As part of this decision the Cabinet Member also delegated authority to the Director of property and Assets to award the contract for the first phase of the project.

The Director of Property and Assets will be asked to approve the award of contract for the proposed project at The Forest School.

Decision by	Andrew Edwards - Director of Property and Assets
Date added	11 January 2021
Month	June 2021
Consultation/ Representations	Legal Finance Procurement Representations concerning this proposed decision can be made to the Director of Property and Assets, via the contact officer, by the beginning of the month in which the decision is due to be taken.
Background Documents (via website)	Cabinet Member Decision Report ES18(20/21)
Author	Leigh Hunnikin Tel: 033 022 23051
Contact	Wendy Saunders Tel: 033 022 22553

Cabinet Member for Learning and Skills

Slinfold CE Primary School - Funding for Replacement of Modular Teaching Accommodation

The County Council has a statutory duty to provide sufficient primary and secondary school places for all children who need a place. Slinfold CE Primary School is a 5 class Primary School with a broad range of buildings including a double modular unit which was installed on the site in excess of 30 years ago. The modular unit has significant suitability issues and requires replacement with new teaching accommodation that meets current required standards for construction.

The Cabinet Member for Learning and Skills will be asked to approve the allocation of capital funding from Section 106 contributions and a procurement exercise to undertake a project to replace the modular classrooms with new purpose built classrooms.

Decision by	Cllr N Jupp - Cabinet Member for Learning and Skills
Date added	8 July 2020
Month	June 2021
Consultation/ Representations	School Representations concerning this proposed decision can be made to the Cabinet Member for Learning and Skills via the officer contact, by the beginning of the month in which the decision is due to be taken.
Background Documents (via website)	None
Author	Leigh Hunnikin Tel: 033 022 23051
Contact	Wendy Saunders Tel: 033 022 22553

Director of Property and Assets

Award of contract for installation of Modular Teaching Unit at Oak Grove College, Worthing	
<p>Oak Grove College in Worthing caters for wide range of Special Education Needs, for children aged between 11 and 19. Following a review of current numbers on roll, projected needs and the existing accommodation at Oak Grove College in Worthing the need for the provision of 4 additional classrooms has been identified, to enable an increase in planned places from 256 in September 2020 to 271 in September 2021.</p> <p>As part of a separate key decision process the Cabinet Member for Education and Skills approved the allocation of capital funding to provide additional accommodation at Oak Grove College (decision reference ES17(20/21) refers. As part of the decision the Cabinet Member also delegated authority to the Director of Property and Assets to award the contract for the expansion project.</p> <p>On completion of the procurement process the Director of Property and Assets will be asked to approve the award of contract for the expansion of Oak Grove College.</p>	
Decision by	Andrew Edwards - Director of Property and Assets
Date added	26 January 2021
Month	June 2021
Consultation/ Representations	Procurement Legal Finance Representations concerning this proposed decision can be made to the Director of Property and Assets via the officer contact, by the beginning of the month in which the decision is due to be taken
Background Documents	Cabinet Member decision ES17(20/21)

(via website)	
Author	Carol Bruce Tel: 033 022 23055
Contact	Wendy Saunders Tel: 033 022 22553

Cabinet Member for Learning and Skills

Phase 2 Special Support Centre Programme - Edward Bryant Primary School, Bognor Regis - Allocation of Funding for Project Delivery	
<p>There is a need to increase provision for children and young people with Special Educational Needs and Disabilities (SEND) through the creation of additional places in Specialist Support Centres that are attached to mainstream schools and academies. This will assist with the aim of enabling children to attend school locally.</p> <p>In December 2019 Cabinet approved the proposal to develop Phase two of the project for opening additional Special Support Centres in accordance with capital governance processes (decision reference CAB03(19/20)). In October 2020 the Cabinet Member for Education and Skills approved the allocation of design fees to progress 6 of the Special Support Centres including Edward Bryant Primary School (Decision reference ES09(20/21))</p> <p>Since that approval further design work has been undertaken and costed in relation to the Special Support Centre at Edward Bryant Primary School in Bognor Regis.</p> <p>The Cabinet Member for Learning and Skills will be asked to approve the allocation of capital funding from the Capital Programme to enable the project to create a Special Support Centre at Edward Bryant Primary School to proceed.</p>	
Decision by	Cllr N Jupp - Cabinet Member for Learning and Skills
Date added	1 February 2021
Month	June 2021
Consultation/Representations	Representations concerning this proposed decision can be made to the Cabinet Member for Learning and Skills via the author or officer contact, by the beginning of the month in which the decision is due to be taken
Background Documents (via website)	Cabinet Member Decision ES09(20/21)
Author	Leigh Hunnikin Tel: 033 022 23051
Contact	Wendy Saunders Tel: 033 022 22553

Cabinet Member for Learning and Skills

Phase 2 Special Support Centre Programme - Felpham Community College, Bognor Regis - Allocation of Funding for Project Delivery

There is a need to increase provision for children and young people with Special Educational Needs and Disabilities (SEND) through the creation of additional places in Specialist Support Centres that are attached to mainstream schools and academies. This will assist with the aim of enabling children to attend school locally.

In December 2019 Cabinet approved the proposal to develop Phase two of the project for opening additional Special Support Centres in accordance with capital governance processes (decision reference [CAB03\(19/20\)](#)). In October 2020 the Cabinet Member for Education and Skills approved the allocation of design fees to progress 6 of the Special Support Centres including Felpham Community College ([Decision reference ES09 \(20/21\)](#))

Since that approval further design work has been undertaken and costed in relation to the Special Support Centre at Felpham Community College in Bognor Regis.

The Cabinet Member for Learning and Skills will be asked to approve the allocation of capital funding from the Capital Programme to enable the project to create a Special Support Centre at Felpham Community College to proceed.

Decision by	Cllr N Jupp - Cabinet Member for Learning and Skills
Date added	1 February 2021
Month	June 2021
Consultation/ Representations	Representations concerning this proposed decision can be made to the Cabinet Member for Learning and Skills via the author or officer contact, by the beginning of the month in which the decision is due to be taken.
Background Documents (via website)	Cabinet Member Decision ES09(20/21)
Author	Leigh Hunnikin Tel: 033 022 23051
Contact	Wendy Saunders Tel: 033 022 22553

Cabinet Member for Learning and Skills

Phase 2 Special Support Centre Programme - St Margaret's CE Primary School, Angmering - Allocation of Funding

There is a need to increase provision for children and young people with Special Educational Needs and Disabilities (SEND) through the creation of additional places in Specialist Support Centres that are attached to mainstream schools and academies. This will assist with the aim of enabling children to attend school locally.

In December 2019 Cabinet approved the proposal to develop Phase two of the project for opening additional Special Support Centres in accordance with capital governance processes (decision reference [CAB03\(19/20\)](#)). In October 2020 the Cabinet Member for Education and Skills approved the allocation of design fees to progress 6 of the Special

Support Centres including St Margaret's CE Primary School ([Decision reference ES09 \(20/21\)](#))

Since that approval further design work has been undertaken and costed in relation to the Special Support Centre at St Margaret's CE Primary School.

The Cabinet Member for Learning and Skills will be asked to approve the allocation of capital funding from the Capital Programme to enable the project to create a Special Support Centre at St Margaret's CE Primary School to proceed.

Decision by	Cllr N Jupp - Cabinet Member for Learning and Skills
Date added	1 December 2020
Month	June 2021
Consultation/ Representations	Representations concerning this proposed decision can be made to the Cabinet Member for Learning and Skills via the author or officer contact, by the beginning of the month in which the decision is due to be taken
Background Documents (via website)	Cabinet Member Decision ES09(20/21)
Author	Leigh Hunnikin Tel: 033 022 23051
Contact	Wendy Saunders Tel: 033 022 22553

Cabinet Member for Learning and Skills

Phase 2 Special Support Centre Programme - West Park Primary School, Worthing - Allocation of Funding

There is a need to increase provision for children and young people with Special Educational Needs and Disabilities (SEND) through the creation of additional places in Specialist Support Centres that are attached to mainstream schools and academies. This will assist with the aim of enabling children to attend school locally.

In December 2019 Cabinet approved the proposal to develop Phase two of the project for opening additional Special Support Centres in accordance with capital governance processes (decision reference [CAB03\(19/20\)](#)). In October 2020 the Cabinet Member for Education and Skills approved the allocation of design fees to progress 6 of the Special Support Centres including West Park Primary School ([Decision reference ES09 \(20/21\)](#))

Since that approval further design work has been undertaken and costed in relation to the Special Support Centre at West Park Primary School in Worthing.

The Cabinet Member for Learning and Skills will be asked to approve the allocation of capital funding from the Capital Programme to enable the project to create a Special Support Centre at West Park Primary School proceed.

Decision by	Cllr N Jupp - Cabinet Member for Learning and Skills
Date added	1 December 2020
Month	June 2021

Consultation/Representations	Representations concerning this proposed decision can be made to the Cabinet Member for Learning and Skills via the author or officer contact, by the beginning of the month in which the decision is due to be taken
Background Documents (via website)	Cabinet Member Decision ES09(20/21)
Author	Leigh Hunnikin Tel: 033 022 23051
Contact	Wendy Saunders Tel: 033 022 22553

Director of Property and Assets

Award of Contract for the Woodlands Meed College New Build Project	
<p>Woodlands Meed is a Special School and College for 2-19-year old pupils located in Burgess Hill.</p> <p>Due to suitability and condition issues of the existing accommodation at the College site, in May 2020 Cabinet agreed that funding was allocated to replace the College building on its existing site (Decision reference CAB03 (20/21) refers). As part of the decision authority was delegated to the Director of Property and Assets that, subject to receipt of planning permission and statutory consents, a construction contract was entered into for rebuilding the College.</p> <p>The County Council together with the Councils Multi-Disciplinary Consultant have developed a formal proposal to rebuild Woodlands Meed College on its current site. A buildable design option that meets the gross budget of £20m has been agreed with the school and the County Council.</p> <p>A procurement has been undertaken and the Director of Property and Assets will be asked to approve the award of the construction contract to the preferred provider for the construction phase, of the project to replace Woodlands Meed College.</p>	
Decision by	Andrew Edwards - Director of Property and Assets
Date added	21 April 2021
Month	June 2021
Consultation/Representations	<p>Procurement Legal Finance Property and Assets</p> <p>Representations concerning this proposed decision can be made to the Director of Property and Assets, via the officer contact, by the beginning of the month in which the decision is due to be taken.</p>
Background Documents (via website)	Cabinet Decision CAB03(20/21)

Author	Carol Bruce Tel: 033 022 23055
Contact	

Director of Property and Assets

Award of contract for construction of an All Weather Pitch at The Forest School, Horsham	
<p>In July 2020 the Cabinet Member for Education and Skills approved the siting of additional accommodation for QEII School on some of the existing playing field at The Forest School (Decision reference ES02(20/21)). In order to mitigate the impact of the loss of the playing field an All Weather Pitch will be constructed at The Forest School.</p> <p>The All-Weather pitch will enable pupils to undertake outside sport activities all year round whilst also providing the school the ability to generate additional income through letting.</p> <p>As part of a separate key decision process the Cabinet Member for Education and Skills will be asked to approve the allocation of capital funding from Section 106 contributions to undertake a project to provide an All Weather Pitch at The Forest School. The Cabinet Member will also be asked to delegate authority to the Director of property and Assets to award the contract for the project.</p> <p>Subject to this delegation of authority from the Cabinet Member, the Director of Property and Assets will then be asked to approve the award of contract for the proposed project at The Forest School.</p>	
Decision by	Andrew Edwards - Director of Property and Assets
Date added	11 January 2021
Month	June 2021
Consultation/ Representations	<p>Procurement Legal Finance</p> <p>Representations concerning this proposed decision can be made to the Director of Property and Assets, via the contact officer, by the beginning of the month in which the decision is due to be taken.</p>
Background Documents (via website)	None
Author	Liam Hayward Tel: 033 022 22002
Contact	Wendy Saunders Tel: 033 022 22553

Director of Property and Assets

Extension to the Pre-Construction Services Agreement for Woodlands Meed College New Build Project	
<p>Woodlands Meed is a Special School and College for 2-19-year old pupils located in Burgess Hill.</p> <p>Due to suitability and condition issues of the existing accommodation at the College site, in May 2020 Cabinet agreed that funding was allocated to replace the College building on its existing site (Decision reference CAB03 (20/21) refers). As part of the decision authority was delegated to the Director of Property and Assets that, subject to receipt of planning permission and statutory consents, a construction contract was entered into for rebuilding the College.</p> <p>A Pre-Construction Services Agreement was executed in February 2021 to appoint the contractor at Stage 4 of the project to ensure buildability and reduce risk; due to design changes this agreement requires extending. The Director of Property and Assets will be asked to approve the extension to the pre-construction services agreement.</p>	
Decision by	Andrew Edwards - Director of Property and Assets
Date added	29 April 2021
Month	June 2021
Consultation/ Representations	<p>College Governing Body</p> <p>Representations concerning this proposed decision can be made to the Director of Property and Assets via the author or officer contact, by the beginning of the month in which the decision is due to be taken.</p>
Background Documents (via website)	Cabinet Report CAB03(20/21)
Author	Carol Bruce Tel: 033 022 23055
Contact	Wendy Saunders Tel: 033 022 22553

Cabinet Member for Learning and Skills

Burgess Hill Northern Arc - New Secondary School - Allocation of Capital Funding for Design Fees
<p>Homes England has secured planning permission for a new 3500 home development on land known as the Northern Arc of Burgess Hill. As part of the overall plan, a site for a new Secondary School has been provided to ensure sufficient secondary school places to serve the development. In addition, a financial contribution of £18m has been secured through a Section 106 Agreement to contribute towards the construction costs of the new school.</p> <p>All Year 7 places at local Secondary Schools are full for September 2021. A new Secondary School is therefore required to provide for both the increasing population in the area and the additional need generated by the development.</p>

A feasibility study for building the new school has been commissioned through the County Council's Multi-Disciplinary Consultant (MDC), Faithful+Gould Ltd. The school is proposed to open in September 2024; therefore following the conclusion of the feasibility study the detailed design phase will need to follow without delay.

Following conclusion of the feasibility stage, the Cabinet Member for Learning and Skills will be asked to approve the allocation of the funds required to enable the project to be designed fully including the submission of a planning application.

Decision by	Cllr N Jupp - Cabinet Member for Learning and Skills
Date added	14 May 2021
Month	June 2021
Consultation/ Representations	Schools Parents and local residents Parish and District Councils Representations concerning this proposed decision can be made to the Cabinet Member for Learning and Skills via the author or officer contact, by the beginning of the month in which the decision is due to be taken
Background Documents (via website)	None
Author	Leigh Hunnikin Tel: 033 022 23051
Contact	Wendy Saunders Tel: 033 022 22553

Director of Property and Assets

Award of contract for the expansion of Palatine Primary School	
<p>Palatine Primary School in Worthing caters for a wide range of Special Educational Needs for children aged between 2 and 11 with moderate, severe or profound learning needs.</p> <p>Following a review of existing and projected numbers on roll, the need for capital investment in the school was identified to meet an increase in pupils from 153 to 177. As part of a separate key decision process the Cabinet Member for Education and Skills approved the allocation of capital funding from the Basic Need Capital Programme to provide additional accommodation at Palatine Primary School. The Cabinet Member also delegated authority to the Director of Property and Assets to award the contract for the expansion project (decision ES13(20/21) refers.</p> <p>Further to this delegation of authority from the Cabinet Member, the Director of Property and Assets will be asked to approve the award of contract for the expansion of Palatine Primary School.</p>	
Decision by	Andrew Edwards - Director of Property and Assets
Date added	4 January 2021
Month	July 2021

Consultation/ Representations	Procurement Legal Finance Representations concerning this proposed decision can be made to the Director of Property and Assets, via the officer contact, by the beginning of the month in which the decision is due to be taken.
Background Documents (via website)	None
Author	Paul Hemming Tel: 033 022 23519
Contact	Wendy Saunders - Tel: 033 022 22553

Director of Education and Skills

Award of a Pseudo-Dynamic Purchasing System for Independent Alternative Provision for children with Special Educational Needs and Disabilities (SEND)	
<p>In March 2021 the Cabinet Member for Education and Skills approved the commencement of a procurement process for a new Pseudo-Dynamic Purchasing System (P-DPS), to enable Independent Alternative Provision (IAP) which is non-regulated and supports the educational requirements of individual children with SEND to be commissioned.</p> <p>As part of the decision the Cabinet Member also delegated authority to the Director of Education and Skills to implement the P-DPS for the supply of IAP (decision ES16 (20/21) refers).</p> <p>The procurement is being undertaken and, on conclusion, the Director of Education and Skills will be asked to award the contracts to providers that meet the criteria and standards required to join the P-DPS.</p>	
Decision by	Paul Wagstaff - Director of Education and Skills
Date added	28 May 2021
Month	July 2021
Consultation/ Representations	Representations concerning this proposed decision can be made to the Director of Education and Skills via the officer contact, by the beginning of the month in which the decision is due to be taken
Background Documents (via website)	Cabinet Member Decision ES16 (20/21)
Author	
Contact	Wendy Saunders Tel: 033 022 22553

Cabinet Member for Learning and Skills

Allocation of Funding for Investment in Site Security and Fencing Improvements in West Sussex Maintained Schools

The County Council's Lockdown Policy for schools was published in 2019 and provides guidance on managing the safety of staff and pupils during a potential security incident. As a result of individual school risk assessments, carried out to meet the requirements of the Policy, a number of schools have requested exceptional support with funding improvements to school sites which directly link with ensuring the safeguarding of the children in their care. These requests mainly relate to the need for improved boundary fencing to secure the school site. Current funding devolved to schools direct, i.e. devolved formula capital grant is not proving sufficient to fully fund these works.

The capital maintenance budget for the 2021/22 year is fully committed, therefore a specific capital allocation is sought to enable improvements to be carried out at a number of school sites to minimise the risk to pupils and staff of intruders and/or to ensure the site is sufficiently secure to ensure pupils are safe and secure whilst on site.

The Cabinet Member for Learning and Skills will be asked to approve the allocation of funding for these works to be financed from funds within the approved capital programme.

Decision by	Cllr N Jupp - Cabinet Member for Learning and Skills
Date added	18 June 2021
Month	July 2021
Consultation/ Representations	Representations concerning this proposed decision can be made to the Cabinet Member for Learning and Skills via the author or officer contact, by the beginning of the month in which the decision is due to be taken.
Background Documents (via website)	None
Author	Leigh Hunnikin Tel: 033 022 23051
Contact	Wendy Saunders Tel: 033 022 22553

Director of Property and Assets

Award of contract to provide permanent accommodation for the expansion of River Beach Primary School, Littlehampton

River Beach Primary School is a 3 form of entry Academy located in Littlehampton. Due to increased pupil population in Littlehampton, the school currently accommodates an increased intake of 30 pupils by using a 35+ year old modular unit that has reached the end of its life.

In November 2020 the Cabinet Member for Education and Skills approved the allocation of Section 106 funding for education infrastructure capital projects, including the expansion of River Beach ([decision ES10 \(20/21\)](#) refers). As part of the decision the Cabinet Member also delegated authority to the Director of Property and Assets to

undertake a procurement exercise and to enter into contracts for delivery of the projects. At the time of this decision it was not considered that an individual project would require an allocation in excess of £500,000; following a feasibility study the works required at River Beach are anticipated to exceed this value, meeting the criteria for an individual officer key decision.

The Director of Property and Assets will be asked to approve the award of contract for the expansion of River Beach Primary School.

Decision by	Andrew Edwards - Director of Property and Assets
Date added	18 June 2021
Month	August 2021
Consultation/ Representations	Procurement Legal Finance Representations concerning this proposed decision can be made to the Director of Property and Assets via the author or officer contact, by the beginning of the month in which the decision is due to be taken.
Background Documents (via website)	Cabinet Member Decision ES10(20/21)
Author	Paul Hemming Tel: 033 022 23519
Contact	Wendy Saunders Tel: 033 022 22553