

## 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 measures, there will be limited public access to the meeting. Admission is by ticket only, bookable in advance via: [democratic.services@westsussex.gov.uk](mailto: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:

<b>Decision</b>	A summary of the proposal.
<b>Decision By</b>	Who will take the decision - if the Cabinet, it will be taken at a Cabinet meeting in public.
<b>Date added</b>	The date the proposed decision was added to the Forward Plan.
<b>Month</b>	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.
<b>Consultation/ Representations</b>	How views and representations about the proposal will be considered or the proposal scrutinised, including dates of Scrutiny Committee meetings.
<b>Background Documents</b>	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.
<b>Author</b>	The contact details of the decision report author
<b>Contact</b>	Who in Democratic Services you can contact about the entry

### Finance, assets, performance and risk management

Each month the Cabinet Member for Finance and Property 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 Katherine De La Mora on 033 022 22535, email [katherine.delamora@westsussex.gov.uk](mailto:katherine.delamora@westsussex.gov.uk).

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## Forward Plan Summary

### Summary of all forthcoming executive decisions in Cabinet Member portfolio order

<b>Page No</b>	<b>Decision Maker</b>	<b>Subject Matter</b>	<b>Date</b>
3	Director of Environment and Public Protection	Award of Demand Side Response Management contract at the Halewick Lane Battery Storage site and Westhampnett Solar and Battery Farm	February 2022
3	Director of Environment and Public Protection	Procurement and Award: Street Sweeping Contract	February 2022
4	Director of Environment and Public Protection	Extension of Refuse Derived Fuel Contract	February 2022
5	Cabinet Member for Environment and Climate Change	Endorsement of Development of HGV trailer park on Site Ha, Horsham	February 2022
5	Cabinet	Strategic Options for Processing of Separate Food Waste and Other Waste Disposal Services	March 2022
6	Cabinet	National Highways Consultation A27 Arundel Bypass: Approval of WSCC Consultation Response	March 2022
7	Cabinet Member for Environment and Climate Change	West Sussex County Council Recycling Centre Booking System Arrangements	March 2022
7	Cabinet Member for Environment and Climate Change	Revisions to the Halewick Lane Battery Storage Project	March 2022
8	Cabinet Member for Environment and Climate Change	West Sussex Minerals and Waste Development Scheme 2022 - 2025	April 2022
9	Director of Highways, Transport and Planning	A284 Lyminster bypass (north) - Construction Contract Award	February 2022
10	Cabinet Member for Highways and Transport	A259 Bognor Regis to Littlehampton Corridor Enhancement Scheme	February 2022
10	Cabinet Member for Highways and Transport	Highways and Transport Delivery Programmes 2022/2023	February 2022
11	Cabinet Member for Highways and Transport	A24 Findon to Findon Valley cycleway/walkway scheme	February 2022
12	Cabinet Member for Highways and Transport	West Sussex Transport Plan	February 2022

# Environment and Climate Change

## Director of Environment and Public Protection

### **Award of Demand Side Response Management contract at the Halewick Lane Battery Storage site and Westhampnett Solar and Battery Farm**

The appointed Demand Side Response (DSR) Management operator acts on behalf of the County Council to manage and create revenue from the County Council's battery assets by engaging in the DSR markets with the National Grid, selling energy to create revenue and support grid stability.

The current contract expires on 31 March 2022 and a procurement process for a new supplier will be undertaken through the Crown Commercial Services RM3824 – Heat Networks and Electricity Generation Assets (HELGA) framework.

Upon the conclusion of the procurement process, the Director for Environment and Public Protection will be asked to award a Demand Side Response management contract at the Halewick Lane Battery Storage site and Westhampnett Solar and Battery Farm.

<b>Decision by</b>	Steve Read - Director of Environment and Public Protection
<b>Date added</b>	23 September 2021
<b>Month</b>	February 2022
<b>Consultation/ Representations</b>	Director of Law and Assurance Director of Finance and Support Services  Representations concerning this proposed decision can be made to the Director of Environment and Public Protection, via the officer contact, by the beginning of the month in which the decision is due to be taken.
<b>Background Documents</b> (via website)	None
<b>Author</b>	David Robinson Tel: 033 022 26995
<b>Contact</b>	Judith Shore Tel: 033 022 26052

## Director of Environment and Public Protection

### **Procurement and Award: Street Sweeping Contract**

In October 2017 the County Council entered into a contract with Biffa Waste Services Limited for the provision of street sweeping services (reception into facility, recycling, treatment and disposal). The three-year contract and its two-year extension will come to an end on 01 October 2022.

The Director of Environment and Public Protection will be asked to endorse the procurement process for the provision of street sweeping services (reception into facility, recycling, treatment and disposal) from 01 October 2022 and award of the

contract based on the most advantageous bid after technical and financial evaluation.	
<b>Decision by</b>	Steve Read - Director of Environment and Public Protection
<b>Date added</b>	7 January 2022
<b>Month</b>	February 2022
<b>Consultation/ Representations</b>	District and Borough Councils  Representation can be made via the officer contact.
<b>Background Documents</b> (via website)	None
<b>Author</b>	Gareth Rollings Tel: 033 022 24161
<b>Contact</b>	Judith Shore Tel. 033 022 26052

### Director of Environment and Public Protection

<b>Extension of Refuse Derived Fuel Contract</b>	
<p>In February 2017, the Cabinet Member for Finance (on behalf of the Cabinet Member for Residents' Services) delegated authority to the Executive Director of Economy, Infrastructure and Environment to award the Refuse Derived Fuel (RDF) Contract. <a href="#">Decision RS14(16/7)</a>.</p> <p>The RDF Contract was procured with an initial contract term of five years with an option to extend the RDF Contract in minimum increments of whole calendar years, for up to a further five calendar years.</p> <p>The initial five-year term is not due to expire until April 2023. West Sussex County Council can extend the RDF contract on the same terms and conditions and there is a contractual requirement to inform the contractor, no later than 12 months prior to expiry, whether or not the contract will be extended.</p> <p>The Director of Environment and Public Protection will be asked to extend the RDF Contract by 12 months from April 2023.</p>	
<b>Decision by</b>	Steve Read - Director of Environment and Public Protection
<b>Date added</b>	7 January 2022
<b>Month</b>	February 2022
<b>Consultation/ Representations</b>	Representation can be made via the officer contact.
<b>Background Documents</b> (via website)	None

<b>Author</b>	Gareth Rollings Tel: 033 022 24161
<b>Contact</b>	Judith Shore Tel. 033 022 26052

### **Cabinet Member for Environment and Climate Change**

<b>Endorsement of Development of HGV trailer park on Site Ha, Horsham</b>	
<p>The County Council has a requirement to have an arrangement in place for the storage of trailers that deal with the removal of Refuse Derived Fuel from the MBT (Mechanical Biological Treatment) Plant, at Brookhurst Wood in Horsham.</p> <p>WSCC owns land adjacent to the MBT Facility known as Site Ha, which is currently clear and vacant. The aim of this project is for WSCC to develop its own hardstanding area for the storage of trailers for baled or loose RDF which will be transported from the site for onward treatment.</p> <p>The Cabinet Member will be asked to endorse the use of capital funding for the development of a trailer park facility at Site Ha at Brookhurst Wood, Horsham, and to delegate to the Director Environment and Public Protection the authority to commence works via the Council's contractors, Biffa (West Sussex) Ltd, to construct the trailer park</p>	
<b>Decision by</b>	Cllr Urquhart - Cabinet Member for Environment and Climate Change
<b>Date added</b>	27 January 2022
<b>Month</b>	February 2022
<b>Consultation/ Representations</b>	Market suppliers. MBT Liaison Group Representation can be made via the officer contacts.
<b>Background Documents</b> (via website)	None
<b>Author</b>	Gareth Rollings Tel: 033 022 24161
<b>Contact</b>	Judith Shore Tel: 033 022 26052

### **Cabinet**

<b>Strategic Options for Processing of Separate Food Waste and Other Waste Disposal Services</b>	
<p>Under the new Environment Act 2021 waste collection authorities (WCAs) will be required to collect food waste separately. Under earlier legislation, it falls to the County Council as Waste Disposal Authority (WDA) to arrange for the disposal of the "controlled waste" collected in its area by the waste collection authorities.</p> <p>Cabinet will be asked to consider a preferred option to meet this requirement based on a detailed business case and to consider associated contractual arrangements and other opportunities to improve efficient use of assets.</p>	
<b>Decision by</b>	Cllr Lanzer, Cllr Urquhart, Cllr Russell, Cllr Marshall, Cllr A Jupp, Cllr N Jupp, Cllr J Dennis, Cllr Hunt, Cllr Crow, Cllr Waight - Cabinet

<b>Date added</b>	15 February 2022
<b>Month</b>	March 2022
<b>Consultation/ Representations</b>	Communities, Highways and Environment Scrutiny Committee - 2 March 2022  Representations concerning this proposed decision can be made to the Cabinet Member for Environment and Climate Change, via the officer contact, by the beginning of the month in which the decision is due to be taken.
<b>Background Documents</b> (via website)	None
<b>Author</b>	Steve Read Tel: 033 022 22654
<b>Contact</b>	Judith Shore Tel: 033 022 26052

### Cabinet

<b>National Highways Consultation A27 Arundel Bypass: Approval of WSCC Consultation Response</b>	
<p>The A27 Arundel Bypass has been included in the Government's Roads Investment Strategy (2020-25). In 2020, National Highways (formerly Highways England) announced the preferred route for the A27 Arundel Bypass, which will replace the existing single carriageway road with a dual carriageway bypass. The proposed bypass will feature approximately 8km of dual carriageway to the south of the existing A27.</p> <p>The proposal, the A27 Arundel Bypass, is a Nationally Significant Infrastructure Project requiring a Development Consent Order (DCO) from the Secretary of State (rather than planning permission from the local planning authority). The County Council is a statutory consultee in the DCO process.</p> <p>Formal consultation on the proposal is taking place from 11 January to 8 March 2022.</p> <p>The Cabinet will be recommended to approve the County Council's response to the formal consultation on 15 March 2022 (as agreed with National Highways).</p>	
<b>Decision by</b>	Cllr Russell, Cllr Urquhart, Cllr Lanzer, Cllr Waight, Cllr Marshall, Cllr Hunt, Cllr J Dennis, Cllr Crow, Cllr N Jupp, Cllr A Jupp - Cabinet
<b>Date added</b>	19 January 2022
<b>Month</b>	March 2022
<b>Consultation/ Representations</b>	Communities Highways and Environment Scrutiny Committee on 24 February 2022. Internal consultation with County Council officers.

	Representation can be made via the officer contact.
<b>Background Documents</b> (via website)	None
<b>Author</b>	Darryl Hemmings Tel: 033 022 26437
<b>Contact</b>	Judith Shore Tel. 033 022 26052

### **Cabinet Member for Environment and Climate Change**

<b>West Sussex County Council Recycling Centre Booking System Arrangements</b>	
<p>Since April 2021 a pilot booking system has been in operation at six of the eleven Recycling Centres in West Sussex. In October 2021 The Cabinet Member for Environment and Climate Change took a decision to undertake a public consultation in respect of making this booking system permanent and extending the system to the Burgess Hill Recycling Centre.</p> <p>The Cabinet Member will be asked to consider the findings of the public consultation and a proposal regarding the future use of a booking system for West Sussex recycling centres.</p>	
<b>Decision by</b>	Cllr Urquhart - Cabinet Member for Environment and Climate Change
<b>Date added</b>	27 January 2022
<b>Month</b>	March 2022
<b>Consultation/ Representations</b>	Public consultation 10 November to 21 December. Communities, Highways and Environment Scrutiny Committee 30 September 2021 and 02 March 2022.  Representation can be made via the officer contact.
<b>Background Documents</b> (via website)	None
<b>Author</b>	Gareth Rollings Tel: 033 022 24161
<b>Contact</b>	Judith Shore Tel: 033 022 26052

### **Cabinet Member for Environment and Climate Change**

<b>Revisions to the Halewick Lane Battery Storage Project</b>	
<p>The Halewick Lane Battery Storage project proposes the re-development of the previously derelict North Sompting Waste Management Site into an income generating battery storage project.</p> <p>Following a review of the proposed project previously approved by the Cabinet Member for Environment and Climate Change (decision <a href="#">ENV06 (20/21)</a> refers) it has been determined that revisions to the scheme by using a first-life battery option would</p>	

generate increased revenue from the project.

The Cabinet Member for Environment and Climate Change will therefore be asked to approve the changes to the Halewick Lane Battery Storage Project and the Halewick Lane site with focus on the following key items:

- (1) The change to the previous system design to the purchasing of a first-life utility-scale battery system.
- (2) The proposal to maximise the available export capacity from the site by increasing the battery size to 24 MW.
- (3) The increase in capital expenditure allocated to the project to complete the site in a single phase.
- (4) The launch of a procurement for the revised scheme and delegation of authority to the Director of Environment and Public Protection, at the conclusion of the procurement process, to award the design and build contract for the scheme.

<b>Decision by</b>	Cllr Urquhart - Cabinet Member for Environment and Climate Change
<b>Date added</b>	1 February 2022
<b>Month</b>	March 2022
<b>Consultation/ Representations</b>	Director of Law and Assurance Director of Finance and Support Services  Representations concerning this proposed decision can be made to the Cabinet Member for Environment and Climate Change, via the officer contact, by the beginning of the month in which the decision is due to be taken.
<b>Background Documents</b> (via website)	Cabinet Member Decision ENV06 (20/21)
<b>Author</b>	Tom Coates Tel: 033 022 26458
<b>Contact</b>	Judith Shore Tel: 033 022 26052

### **Cabinet Member for Environment and Climate Change**

<b>West Sussex Minerals and Waste Development Scheme 2022 - 2025</b>	
<p>The County Council is required to prepare a Minerals and Waste Development Scheme, which sets out how the County Council will prepare the minerals and waste local plans and other policy documents over a rolling three-year period. The current Scheme covers the period 2021-2024 and needs to be updated; the decision report will consider the revised Scheme for the period 2022-2025.</p> <p>The Cabinet Member for Environment and Climate Change will be asked to approve the West Sussex Minerals and Waste Development Scheme 2022 - 2025.</p>	
<b>Decision by</b>	Cllr Urquhart - Cabinet Member for Environment and Climate Change

<b>Date added</b>	18 February 2022
<b>Month</b>	April 2022
<b>Consultation/ Representations</b>	<p>Informal consultation with the South Downs National Park Authority</p> <p>Representations concerning this proposed decision can be made to the Cabinet Member for Environment and Climate Change, via the officer contact, by the beginning of the month in which the decision is due to be taken.</p>
<b>Background Documents</b> (via website)	None
<b>Author</b>	Rupy Sandhu Tel: 033 022 26454
<b>Contact</b>	Judith Shore Tel: 033 022 26052

## Highways and Transport

### Director of Highways, Transport and Planning

<b>A284 Lyminster bypass (north) - Construction Contract Award</b>	
<p>The A284 Lyminster Bypass is an important north-south link between the A27 at Crossbush and Littlehampton and the County Council is delivering the northern section. Jackson's Civil Engineering was awarded the design and build contract and the scheme was granted planning permission on 26 March 2019.</p> <p>The Compulsory Purchase Order was confirmed by the Secretary of State on 16 September 2021 following a Public Inquiry.</p> <p>The Department for Transport has previously approved the Outline Business Case and will be asked to contribute additional funding on review and approval of the Full Business Case, to be submitted in December 2021.</p> <p>As the final stage of the scheme, the Director of Highways, Transport and Planning will be asked to award the construction contract for the A284 Lyminster bypass (north).</p>	
<b>Decision by</b>	Matt Davey - Director of Highways, Transport and Planning
<b>Date added</b>	21 October 2021
<b>Month</b>	February 2022
<b>Consultation/ Representations</b>	<p>Director of Law and Assurance Director of Finance and Support Services</p> <p>Representations concerning this proposed decision can be made to the Director of Highways, Transport and Planning, via the officer contact, by the beginning of the month in which the decision is due to be taken.</p>

<b>Background Documents</b> (via website)	None
<b>Author</b>	Mark Martin Tel: 033 022 25922
<b>Contact</b>	Judith Shore Tel: 033 022 26052

### **Cabinet Member for Highways and Transport**

<b>A259 Bognor Regis to Littlehampton Corridor Enhancement Scheme</b>	
<p>The A259 Bognor Regis to Littlehampton Corridor enhancement scheme was identified by the County Council as a priority scheme in the <a href="#">Strategic Transport Investment Programme</a> in 2019/20. It is considered by Transport for the South East one of the top ten priority schemes in the South East.</p> <p>The proposed scheme involves improvement to a series of key junctions along the corridor, including junction capacity, non-motorised and bus users' infrastructure provision and was subject to a public consultation in summer 2021.</p> <p>The Department for Transport (DfT) has approved the Strategic Outline Business Case submission and the next stage of the scheme preparation is to prepare and submit an Outline Business Case (OBC) to the DfT.</p> <p>The Cabinet Member for Highways &amp; Transport will be asked to approve the budget allocation and to agree the arrangements for the preparation and submission of the OBC to the DfT.</p>	
<b>Decision by</b>	Cllr J Dennis - Cabinet Member for Highways and Transport
<b>Date added</b>	1 December 2021
<b>Month</b>	February 2022
<b>Consultation/ Representations</b>	Public consultation undertaken in summer 2021 Representation can be made via the officer contact.
<b>Background Documents</b> (via website)	None
<b>Author</b>	Hiong Ching Hii Tel: 033 022 22636
<b>Contact</b>	Judith Shore Tel. 033 022 26052

### **Cabinet Member for Highways and Transport**

<b>Highways and Transport Delivery Programmes 2022/2023</b>	
<p>The Highway and Transport Delivery Programmes identify capital highways infrastructure maintenance and transport improvement schemes for delivery during 2022/23 and beyond. Capital funding for the Delivery Programmes is predominantly received from the</p>	

Government for roads maintenance (the Local Highway Maintenance Block), and transport improvements (the Integrated Transport Block) supported by additional funding from developer agreements and contributions.

The indicative forward programmes for Highway Infrastructure Maintenance, Local Transport Improvements (LTIP) and Community Highway Schemes (CHS), have informed the 2022/23 Highways and Transport Delivery Programmes. These provide transparency of the maintenance and improvement investment needs and the funding priorities prepared and selected for review and approval in this decision.

The Cabinet Member for Highways and Transport will be asked to -

1. Approve the Highway and Transport Delivery Programmes 2022-23; and
2. delegate authority to the Director of Highways, Transport and Planning to adjust the 2022/23 Delivery Programmes to take account of budgetary pressures and any changes in priority arising as a result of network availability, emergencies, or other operational circumstances, in consultation with the Cabinet Member.

It should be noted that the above will be subject to confirmation of funding at a Full Council meeting. Also, that the timetable for confirmation of central government funding is not currently known.

<b>Decision by</b>	Cllr J Dennis - Cabinet Member for Highways and Transport
<b>Date added</b>	15 September 2021
<b>Month</b>	February 2022
<b>Consultation/ Representations</b>	Director of Law and Assurance Director of Finance and Support Services  Representations concerning this proposed decision can be made to the Cabinet Member for Highways and Transport, via the officer contact, by the beginning of the month in which the decision is due to be taken.
<b>Background Documents</b> (via website)	None
<b>Author</b>	Gary Rustell Tel: 033 022 26397
<b>Contact</b>	Judith Shore Tel: 033 022 26052

### **Cabinet Member for Highways and Transport**

#### **A24 Findon to Findon Valley cycleway/walkway scheme**

The A24 Findon to Findon Valley cycleway/walkway scheme is a priority in the West Sussex Walking and Cycling Strategy 2016 – 2026.

In November 2020, the County Council was awarded £2.35m through the Department for Transport's Active Travel Fund to support the implementation of walking and cycling schemes in the county. Proposed improvements along the A24 formed part of the funding allocation.

Public engagement exercises on the 2km-long scheme took place in spring and in summer 2021.

The Cabinet Member for Highways and Transport will be asked to approve the route for the scheme including the proposed on-road route between May Tree Avenue and Cissbury Avenue.

<b>Decision by</b>	Cllr J Dennis - Cabinet Member for Highways and Transport
<b>Date added</b>	22 December 2021
<b>Month</b>	February 2022
<b>Consultation/ Representations</b>	Public engagement in spring and summer 2021 Local elected representatives  Representations concerning this proposed decision can be made to the Cabinet Member for Highways and Transport, via the officer contact, by the beginning of the month in which the decision is due to be taken.
<b>Background Documents</b> (via website)	None
<b>Author</b>	Andy Ekinsmyth Tel: 033 022 26687
<b>Contact</b>	Judith Shore Tel: 033 022 26052

### **Cabinet Member for Highways and Transport**

<b>West Sussex Transport Plan</b>	
<p>The West Sussex Transport Plan (the County Council's main policy on transport and a statutory document) is being reviewed to update the County Council's strategic approach to investment in the transport network up to 2036.</p> <p>The new Transport Plan will build on the three previous Plans and take account of the current policy context and creation of new funding streams and strategic partners. The Transport Plan is also expected to build on the Local Plans prepared by the Local Planning Authorities which guide decision-making on new developments.</p> <p>Consultation on the Draft West Sussex Transport Plan took place between July and October 2021. Amendments are being made to the Transport Plan in response to consultation feedback and policy changes.</p> <p>The Cabinet Member for Highways and Transport will be asked to recommend the West Sussex Transport Plan for adoption at full council on 1 April 2022.</p>	
<b>Decision by</b>	Cllr J Dennis - Cabinet Member for Highways and Transport
<b>Date added</b>	15 December 2021
<b>Month</b>	February 2022
<b>Consultation/ Representations</b>	Communities, Highways and Environment Scrutiny Committee – 19 January 2022

	Representations concerning this proposed decision can be made to the Director of Highways, Transport and Planning, via the officer contact, by the beginning of the month in which the decision is due to be taken.
<b>Background Documents</b> (via website)	None
<b>Author</b>	Darryl Hemmings Tel: 033 022 26437
<b>Contact</b>	Judith Shore Tel: 033 022 26052