

**To all Members of the County Council**

An ordinary meeting of the County Council will be held at **10.30 am** on **Friday, 7 June 2019** at **County Hall, Chichester**.

**Agenda**

1. **Apologies for Absence**

2. **Members' Interests**

Members are asked to disclose any pecuniary or personal interests in matters appearing on the agenda.

3. **Minutes** (Pages 5 - 40)

The Council is asked to confirm the minutes of the annual meeting of the County Council held on 5 April 2019.

4. **Result of By-election** (Pages 41 - 42)

To receive the County Returning Officer's return of the by-election on 2 May 2019 for the county councillor for the Northgate & West Green Electoral Division.

5. **Review of Proportionality** (Pages 43 - 44)

The County Council has a statutory duty following a by-election to review the proportionality on its committees.

A brief explanation of the proportionality rules and how they are applied is set out in the attached report together with a table showing the number of seats on committees.

6. **Appointments**

10.45 am

(a) **Appointments**

Following the by-election, to consider proposed changes by the Groups to appointments. Proposals will be circulated. Changes will take effect from the end of the meeting.

(b) **West Sussex Independent Remuneration Panel**

Dr Neil Beer (Chairman of the Panel) and Mr John Donaldson were first appointed to the Panel in October 2015 for a four-year term.

The Council is invited to appoint them for a second term, to run from October 2019 to October 2023.

7. **Address by a Cabinet Member** (To Follow)

At the discretion of the Chairman, to receive any address by a Cabinet Member on a matter of urgency and/or significant interest to the County Council and which relates to the powers and responsibilities of the County Council or which affects the Council.

The Cabinet Member for Children and Young People will make a statement on the Council's improvement plan in relation to the actions and proposals to address the requirements arising from the recent Ofsted report into Children's Services. A report will be provided to members ahead of the Council meeting. Members may ask questions of the Cabinet Member in accordance with Standing Order 2.33.

8. **Notices of Motion**

(a) **Motion on Ofsted inspection of Children's Services**

To consider the following motion, notice of which was given on 20 May 2019 by Mr Jones.

'In light of the recent Ofsted inspection of Children's Social Care Services which rated all elements of the service inadequate and the acknowledgement of the Executive that it has failed to provide adequate funding to prevent substantial service decline, this Council:

- (a) Calls on the Leader and Cabinet Member for Children and Young People to arrange a Member Day at the earliest opportunity so all members can understand how the political and corporate leadership enabled services to decline so severely since the last inspection and, given that all members have corporate parenting responsibilities, to provide an update on the improvement programme and receive assurances that all the children and young people the County Council is responsible for are receiving adequate support;
- (b) Pledges to do everything necessary to improve services for those children and families who need support as directed by the Commissioner (soon to be appointed) and the Independent Improvement Board;
- (c) Calls on the Leader to ensure that improving these services is the County Council's top priority and that any funding deemed necessary to turn these services around is made available, and that no savings targets are allocated to Children's Social Care; and

- (d) Calls for oversight, scrutiny and challenge to be more robust and independent minded, by enabling all of the Select Committees to nominate their own Chairman and Vice-Chairman, one of which should be drawn from the minority groups. Such nominations to be conducted by secret ballot, in line with recent national scrutiny guidance, and to be implemented as soon as possible.'

(b) **Motion on Night-time Economy**

To consider the following motion, notice of which was given on 20 May 2019 by Mr Jones.

'This Council is aware that High Streets across West Sussex are struggling, with many well-known retail stores disappearing from our towns at an alarming rate. Whilst proposals to enhance the West Sussex experience are evident in the Economic Growth Plan 2018-23, this Council considers that the night-time economy has an important role to play in diversifying our town and city centres, ensuring that they are inclusive, diverse, safe and accessible – for all residents and visitors, young and old.

This Council acknowledges that the night-time economy is the fifth largest industry in the UK and considers that West Sussex is not currently maximising the opportunities that exist which could transform our high streets and towns, particularly those with a University presence, which could ultimately encourage more young people to study, live and work in the county, as well as providing more opportunities for existing residents to enjoy themselves locally.

This Council therefore calls on the Leader to reflect the importance of the night-time economy within West Sussex by setting up an officer working-group with partners from the district and borough councils, the food and drink industry and those with expertise in events to explore the benefits that an enhanced night-time economy could deliver across the county and report its findings to the Environment, Communities and Fire Select Committee with an interim report on progress in six months, and a final report with conclusions and recommendations in 12 months' time.'

**Lunch (In the event that the morning business is finished before lunch the afternoon business will be brought forward as appropriate.)**

9. **Question Time** (Pages 45 - 48)

Questions to the Leader and Cabinet Members on matters contained within the Cabinet report, written questions and any other questions relevant to their portfolios. Members

may also ask questions of the Leader on anything that is currently relevant to the County Council. The report covers relevant Council business or developments in respect of portfolios arising since the meeting of the Council on 5 April 2019. A supplementary report may be published.

*(2 hours is allocated for Question Time)*

10. **Governance Committee: Select Committee Business  
Planning Group Membership/Webcasting Criteria**  
(Pages 49 - 54)

To consider a proposal that the membership of Business Planning Groups should be amended to include the Vice-Chairman of the relevant Select Committee and suggested criteria for webcasting meetings, in the light of a report by the Governance Committee.

**County Council concludes**

Items not commenced by 4.15 p.m. will be deferred to the following meeting.

Director of Law and Assurance  
29 May 2019

The times stated indicate the latest end times for previous business and should not be relied on as start times for subsequent items

**Webcasting**

Please note: this meeting may be filmed for live or subsequent broadcast via the County Council's website on the internet - at the start of the meeting the Chairman will confirm if all or part of the meeting is to be filmed. The images and sound recording may be used for training purposes by the Council.

Generally the public gallery is not filmed. However, by entering the meeting room and using the public seating area you are consenting to being filmed and to the possible use of those images and sound recordings for webcasting and/or training purposes.

## West Sussex County Council – Annual Meeting

**5 April 2019**

At the Annual Meeting of the County Council held at 10.30 am on Friday, 5 April 2019, at the County Hall, Chichester, the members present being:

Mrs Duncton (Chairman)

Mr Acraman	Mr Jupp
Mrs Arculus	Ms Kennard
Lt Cdr Atkins, RD	Mrs Kitchen
Mr Baldwin	Mr Lanzer
Mr Barling	Mr Lea
Mr Barnard	Ms Lord
Mr Barrett-Miles	Mr Markwell
Lt Col Barton, TD	Mr Marshall
Mrs Bennett	Mr McDonald
Mr Boram	Mrs Millson
Mr Bradbury	Mr Mitchell
Mr Bradford	Mr Montyn
Mrs Bridges	Mr R J Oakley
Mrs Brunsdon	Mr S J Oakley
Mr Burrett	Dr O'Kelly
Mr Catchpole	Mr Oppler
Mr Cloake	Mr Parikh
Mr Crow	Mr Patel
Mrs Dennis	Mrs Pendleton
Dr Dennis	Mr Purchase
Mr Edwards	Mrs Purnell
Mr Elkins	Mr Quinn
Mr Fitzjohn	Mrs Russell
Ms Flynn	Mr Simmons
Ms Goldsmith	Mr Smytherman
Mr High	Mrs Sparkes
Mr Hillier	Mr Turner
Mr Hunt	Mrs Urquhart
Mrs Jones, MBE	Mr Waight
Mr Jones	Dr Walsh, KStJ, RD
Mrs Jupp	

### **1 Election of Chairman**

- 1.1 Mr Barnard, the outgoing Chairman of the Council, took the chair for the election of Chairman of the County Council.
- 1.2 The outgoing Chairman stated that he had two nominations for the office of Chairman of the Council - Mrs Janet Duncton and Mrs Morwen Millson. Following a secret ballot, Mrs Duncton was elected Chairman of the Council for the ensuing year.

- 1.3 Mrs Duncton made the prescribed declaration of acceptance of office and took the chair.

## **2 Election of Vice-Chairman**

- 2.1 The Chairman stated that she had one nomination for the office of Vice-Chairman of the Council, that of Mr Ashvin Patel. Mr Patel was elected Vice-Chairman of the Council for the ensuing year.
- 2.2 Mr Patel made the prescribed declaration of acceptance of office.

## **3 Death of Mrs Sylvia Olliver**

- 3.1 The Chairman reported the death of a former member of the Council, Mrs Sylvia Olliver, who had represented the Bersted division from 1991 to 2001.
- 3.2 Members stood for a minute's silence.

## **4 Apologies for Absence**

- 4.1 Apologies were received from Mr Buckland, Mrs Hall, Mr Oxlade, Mr Petts, Mr Whittington and Mr Wickremaratchi. Mrs Smith was absent. Apologies for the morning session were received from Mr Mitchell. Mrs Bridges arrived at 10.45 a.m. Apologies for the afternoon session were received from Lt Col Barton, Mrs Brunsdon, Ms Flynn and Mr Lea. A number of members gave apologies and left early as follows: Mr Oppler at 10.50 a.m., Mr Simmons and Mrs Sparkes at 3.05 p.m., Mrs Dennis and Mr Hillier at 3.30 p.m. and Mr R J Oakley at 3.40 p.m. Mr Markwell was absent for the afternoon session and Mr Purchase left at 12.15 p.m. and was absent for the afternoon session. Mr Bradbury left at 3.30 p.m. and Mr Barrett-Miles at 3.50 p.m.

## **5 Members' Interests**

- 5.1 Members declared interests as set out at Appendix 1.

## **6 Minutes**

- 6.1 It was agreed that the minutes of the Ordinary Meeting of the County Council held on 15 February 2019 (pages 9 to 40) be approved as a correct record.

## **7 Review of Proportionality**

- 7.1 The County Council was reminded of its statutory duty to review the proportionality on its committees annually. A paper on the application of the proportionality rules and how they were applied was set out at pages 41 and 42 together with a table showing the number of seats on committees.

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7.2 Resolved –

That the review of proportionality on committees be agreed.

**8 Notification of Appointment of Cabinet Members, Senior Advisers and Advisers to Cabinet Members**

8.1 The County Council was reminded that the Leader was required each year to give notice to the Council of her appointments to the Cabinet and allocation of Cabinet portfolios between the Cabinet Members, together with the appointment of Senior Advisers and Advisers to Cabinet Members.

8.2 The Council noted that Ms Goldsmith had given notice to the County Council of her appointments for the ensuing year, as set out on supplement pages 1 to 5.

**9 Appointments**

9.1 A schedule setting out the nominations for the re-appointment of the chairmen, vice-chairmen and members of Select Committees and non-Executive committees and substitutes was circulated.

9.2 The schedule was agreed, as set out at Appendix 2.

**10 Motion on Climate Change**

10.1 At the County Council meeting on 15 February 2019 the following motion had been moved by Mr Jones, seconded by Mr Oxlade, and referred to the Cabinet Member for Environment for consideration. A report by the Cabinet Member was included with the agenda (page 43).

‘This Council notes that humans have caused climate change, the impacts of which are being felt around the world. Global temperatures have already increased by 1 degree Celsius from pre-industrial levels. Atmospheric CO<sub>2</sub> levels are above 400 parts per million (ppm). This far exceeds the 350 ppm deemed to be a safe level for humanity. In order to reduce the chance of runaway Global Warming and limit the effects of Climate Breakdown, it is imperative that all countries should reduce our carbon equivalent (CO<sub>2</sub>eq) emissions from their current 6.5 tonnes per person per year to less than 2 tonnes as soon as possible. Councils around the world are responding by declaring a ‘Climate Emergency’ and committing resources to address this.

This Council believes that all governments (national, regional and local) have a duty to limit the negative impacts of Climate Breakdown, and local governments that recognise this should not wait for their national governments to change their policies. It is important for the residents of West Sussex and the UK that cities commit to carbon neutrality as quickly as possible.

Councils like West Sussex are uniquely placed to lead the world in reducing carbon emissions – for example because of their capacity for local energy generation, such as running our own solar farms and promoting solar energy take up among local organisations and residents, supporting the greater use of electric powered vehicles both in the private and public sector and for personal use, and investing further in public transport.

West Sussex is already suffering from flooding problems, and a significant proportion of its population and a large number of its settlements are based in coastal areas which would potentially be devastated by a rise in sea levels caused by continual global warming. The consequences of global temperature rising above 1.5°C are so severe that preventing this from happening must be a number one priority, and bold climate action can deliver economic benefits in terms of new jobs, economic savings and market opportunities (as well as improved well-being for people worldwide).

This Council therefore calls on the Cabinet to:

- (1) Declare a 'Climate Emergency';
- (2) Pledge to attempt to make West Sussex carbon neutral by 2030, taking into account both production and consumption emissions;
- (3) Call on the Government to provide the powers and resources to make the 2030 target possible;
- (4) Work with other councils to determine and implement best practice methods to limit Global Warming to less than 1.5°C;
- (5) Continue to work with partners across the county and region to deliver this new goal through all relevant strategies and plans;
- (6) Set up a Task and Finish Group to look into the matter in greater detail;
- (7) Consider whether it would be advisable to take into account climate change impacts, when considering planning applications, or taking part in consultations, commenting on reports, plans and reviews put to the Council; and
- (8) Report to full Council within six months with the actions the Cabinet and Council will take to address this emergency.'

10.2 An amendment was moved by Mr Barling and seconded by Mrs Russell as set out below:



'This Council notes that humans have caused climate change, the impacts of which are being felt around the world. Global temperatures have already increased by 1 degree Celsius from pre-industrial levels. Atmospheric CO<sub>2</sub> levels are above 400 parts per million (ppm). This far exceeds the 350 ppm deemed to be a safe level for humanity **and diverse ecosystems**. In order to reduce the chance of runaway Global Warming and limit the effects of Climate Breakdown, it is imperative that all countries should reduce our carbon equivalent (CO<sub>2</sub>eq) emissions from their current 6.5 tonnes per person per year to less than 2 tonnes as soon as possible. Councils around the world are responding by declaring a 'Climate Emergency' and committing resources to address this.

***This Council has a strong reputation for responding positively to the challenge of climate change. Sustainability is being embedded into the day-to-day business of the Council, such as procurement, the capital programme and introducing electric vehicles into the fleet. An annual sustainability report is produced. The West Sussex Plan also has a strong focus on sustainability and includes targets for renewable energy, carbon reduction, air quality, sustainable transport, encouraging ultra-low emissions vehicles and waste reduction and recycling.***

This Council believes that all governments (national, regional and local) have a duty to limit the negative impacts of Climate Breakdown, and local governments that recognise this should not wait for their national governments to change their policies. It is important for the residents of West Sussex and the UK that cities commit to carbon neutrality as quickly as possible.

Councils like West Sussex are uniquely placed to lead the world in reducing carbon emissions – for example because of their capacity for local energy generation, such as running our own solar farms and promoting solar energy take up among local organisations and residents, supporting the greater use of electric powered vehicles both in the private and public sector and for personal use, and investing further in public transport.

West Sussex is already suffering from flooding problems, and a significant proportion of its population and a large number of its settlements are based in coastal areas which would potentially be devastated by a rise in sea levels caused by continual global warming. The consequences of global temperature rising above 1.5°C are so severe that preventing this from happening must be a number one priority. ~~and~~ **Bold** climate action can deliver economic benefits in terms of new jobs, economic savings, ~~and~~ market opportunities **and** (as well as improved well-being for people worldwide).

This Council therefore calls on the Cabinet to:

- (1) **Note the call of the Campaign against Climate Change to declare a 'Climate Emergency', show leadership to combat this climate urgency in West Sussex and commit to stepping up the work of the Council to combat climate change and raise awareness of the issues and ways in which residents and businesses can contribute to mitigate climate change;**
- (2) Pledge to attempt to make West Sussex **County Council** carbon neutral by 2030, ~~taking into account both production and consumption emissions;~~
- (3) Call on the Government to provide the powers and resources to make the 2030 target possible;
- (4) **Continue to work with the Department for the Environment, Food and Rural Affairs and other councils to determine and implement best practice methods to limit Global Warming to less than 1.5°C;**
- (5) Continue to work with partners across the county and region to deliver this new goal through all relevant strategies, and plans **and by encouraging behaviour change, including separation of food waste for collection and processing for energy generation;**
- (6) **Support the officers working group which is investigating ways of taking into account climate change impacts in all of the Council's policies and operations** ~~Set up a Task and Finish Group to look into the matter in greater detail; and~~
- ~~(7) Consider whether it would be advisable to take into account climate change impacts, when considering planning applications, or taking part in consultations, commenting on reports, plans and reviews put to the Council; and~~
- (78) **Revise the Council's reporting framework to highlight annually to full Council the actions taken by the Council to mitigate climate change and its wider environmental impact** ~~Report to full Council within six months with the actions the Cabinet and Council will take to address this emergency.'~~

10.3 The amendment was carried.

10.4 An amendment was moved by Ms Lord and seconded by Mrs Millson as set out below:

'This Council notes that humans have caused climate change, the impacts of which are being felt around the world. Global temperatures have already increased by 1 degree Celsius from pre-

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industrial levels. Atmospheric CO<sub>2</sub> levels are above 400 parts per million (ppm). This far exceeds the 350 ppm deemed to be a safe level for humanity. In order to reduce the chance of runaway Global Warming and limit the effects of Climate Breakdown, it is imperative that all countries should reduce our carbon equivalent (CO<sub>2</sub>eq) emissions from their current 6.5 tonnes per person per year to less than 2 tonnes as soon as possible. Councils around the world are responding by declaring a 'Climate Emergency' and committing resources to address this.

This Council believes that all governments (national, regional and local) have a duty to limit the negative impacts of Climate Breakdown, and local governments that recognise this should not wait for their national governments to change their policies. It is important for the residents of West Sussex and the UK that cities commit to carbon neutrality as quickly as possible.

Councils like West Sussex are uniquely placed to lead the world in reducing carbon emissions – for example because of their capacity for local energy generation, such as running our own solar farms and promoting solar energy take up among local organisations and residents, supporting the greater use of electric powered vehicles both in the private and public sector and for personal use, and investing further in public transport.

West Sussex is already suffering from flooding problems, and a significant proportion of its population and a large number of its settlements are based in coastal areas which would potentially be devastated by a rise in sea levels caused by continual global warming. The consequences of global temperature rising above 1.5°C are so severe that preventing this from happening must be a number one priority, and bold climate action can deliver economic benefits in terms of new jobs, economic savings and market opportunities (as well as improved well-being for people worldwide).

This Council therefore calls on the Cabinet to:

- (1) Declare a 'Climate Emergency';
- (2) Pledge to ~~attempt to~~ make West Sussex **County Council** carbon neutral by 2030, taking into account both production and consumption emissions;
- (3) Call on the Government to provide the powers and resources to make the 2030 target possible;
- (4) Work with other councils to determine and implement best practice methods to limit Global Warming to less than 1.5°C;
- (5) Continue to work with partners across the county and region to deliver this new goal through all relevant strategies and plans;

- (6) Set up a Task and Finish Group to look into the matter in greater detail;
- (7) Consider the creation of a Voluntary Organisation Forum and a Citizens Assembly to examine and assess policy options and to facilitate and enable actions within our communities and by residents to contribute towards these goals; and**
- ~~(87) Consider whether it would be advisable to take into account **Incorporate** climate change impacts **assessments into all decision and officer reports, plans and reviews put to the Council, including**, when considering planning applications, or taking part in consultations, commenting on reports, plans and reviews put to the Council;~~
- (9) Incorporate responsibility for delivering against these goals into the portfolios of each Cabinet Member and Executive Director; and**
- ~~(108) Report to full Council within six months with the actions the Cabinet and Council will take to address this emergency **and provide a progress report at six-monthly intervals thereafter.**~~

10.5 The amendment was lost.

10.6 The amended motion, as set out below, was agreed.

'This Council notes that humans have caused climate change, the impacts of which are being felt around the world. Global temperatures have already increased by 1 degree Celsius from pre-industrial levels. Atmospheric CO<sub>2</sub> levels are above 400 parts per million (ppm). This far exceeds the 350 ppm deemed to be a safe level for humanity and diverse ecosystems. In order to reduce the chance of runaway Global Warming and limit the effects of Climate Breakdown, it is imperative that all countries should reduce our carbon equivalent (CO<sub>2</sub>eq) emissions from their current 6.5 tonnes per person per year to less than 2 tonnes as soon as possible. Councils around the world are responding by declaring a 'Climate Emergency' and committing resources to address this.

This Council has a strong reputation for responding positively to the challenge of climate change. Sustainability is being embedded into the day-to-day business of the Council, such as procurement, the capital programme and introducing electric vehicles into the fleet. An annual sustainability report is produced. The West Sussex Plan also has a strong focus on sustainability and includes targets for renewable energy, carbon reduction, air quality, sustainable transport, encouraging ultra-low emissions vehicles and waste reduction and recycling.

This Council believes that all governments (national, regional and local) have a duty to limit the negative impacts of Climate Breakdown, and local governments that recognise this should not wait for their national governments to change their policies. It is important for the residents of West Sussex and the UK that cities commit to carbon neutrality as quickly as possible.

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This Council therefore calls on the Cabinet to:

- (1) Note the call of the Campaign against Climate Change to declare a 'Climate Emergency', show leadership to combat this climate urgency in West Sussex and commit to stepping up the work of the Council to combat climate change and raise awareness of the issues and ways in which residents and businesses can contribute to mitigate climate change;
- (2) Pledge to attempt to make West Sussex County Council carbon neutral by 2030;
- (3) Call on the Government to provide the powers and resources to make the 2030 target possible;
- (4) Continue to work with the Department for the Environment, Food and Rural Affairs and other councils to determine and implement best practice methods to limit Global Warming to less than 1.5°C;
- (5) Continue to work with partners across the county and region to deliver this new goal through all relevant strategies, plans and by encouraging behaviour change, including separation of food waste for collection and processing for energy generation;

- (6) Support the officers working group which is investigating ways of taking into account climate change impacts in all of the Council's policies and operations; and
- (7) Revise the Council's reporting framework to highlight annually to full Council the actions taken by the Council to mitigate climate change and its wider environmental impact.'

## **11 Motion on Government Cuts to the Public Health Budget**

11.1 At the County Council meeting on 15 February 2019 the following motion had been moved by Dr Walsh, seconded by Dr O'Kelly, and referred to the Cabinet Member for Adults and Health for consideration. A report by the Cabinet Member was included with the agenda (pages 45 and 46).

'The Council notes the vital role played by Public Health, including our hugely successful vaccination and immunisation programmes, support for those wanting to stop smoking, and otherwise helping West Sussex residents to lead healthier lives by avoiding diseases and unplanned pregnancies; and notes with grave concern the announcement of a further £85m cut to the Public Health Budget, as one of 12 ministerial statements published by the Government on the last day of the 2018 parliamentary term before Christmas, only weeks after the Secretary of State for Health described 'prevention' as his priority.

The Council further notes the comments of the Health Foundation, who described these cuts as a false economy and who have calculated that an additional £3bn a year is required to reverse the impact of the Government's cuts to the Public Health Grant to date and have called for this increased budget to be allocated according to need; and the warnings from the King's Fund that such cuts could put pressure on councils to cut non-statutory sexual health prevention services, which could lead to more sexually transmitted infections and unplanned pregnancies.

This Council believes that our Public Health team perform vital work to help keep the residents of West Sussex healthy and to avoid more costly admissions to hospitals and other interventions by our NHS, and that this should be properly funded by central government.

The Council resolves to:

- (1) Thank our Director of Public Health and her team for the great work they do across West Sussex despite continued financial challenges;
- (2) Condemn the timing just before the Christmas break to 'sneak out' announcements such as this;

- (3) Call on the Leader of the Council and the Cabinet Member for Adults and Health to consider carefully how best to implement the required cuts to services which will result from continued government cuts to the budget; and
- (4) Ask the Leader and Cabinet Member to write to the Secretary of State for Health, calling on the Government to deliver increased investment in Public Health and to support a sustainable health and social care system by taking a 'prevention first' approach, and fair and equitable funding for West Sussex.'

11.2 An amendment was moved by the Cabinet Member for Adults and Health and seconded by Mrs Jones as set out below:

'The Council notes the vital role played by Public Health, including our hugely successful vaccination and immunisation programmes, support for those wanting to stop smoking, and otherwise helping West Sussex residents to lead healthier lives by avoiding diseases and unplanned pregnancies,~~;~~ and notes with grave concern ~~the~~ the announcement of a further £85 million cut to the Public Health Budget **in 2019/20**, as one of 12 ministerial statements published by the Government on the last day of the 2018 parliamentary term before Christmas, **was in line with national cuts to local government public health functions over the last five consecutive years. This is particularly challenging in West Sussex due to its vast geography, scale and range of deprivation across the county** only weeks after the Secretary of State for Health described 'prevention' as his priority.

The Council further notes the comments of the Health Foundation, who described these cuts as a false economy and who have calculated that an additional £3 billion a year is required to reverse the impact of the Government's cuts to the Public Health Grant to date and have called for this increased budget to be allocated according to need; and the warnings from the King's Fund that such cuts could put pressure on councils to cut non-statutory sexual health prevention services, which could lead to more sexually transmitted infections and unplanned pregnancies.

This Council believes that our Public Health team perform vital work to help keep the residents of West Sussex healthy ~~and to~~ **which** avoids more costly admissions to hospitals and other interventions by ~~the our~~ NHS, and that this should be properly funded by central government.

***This was endorsed by the Chief Executive of Public Health England, Duncan Selbie, following his visit to West Sussex on 21 January 2019, when he said: "It is frankly inspiring to hear of the positioning of the public's health and community engagement at the heart of everything you do – the Council,***

***Boroughs and NHS together, with public health expertise embedded across the whole of the Council***”.

The Council resolves to:

- (1) Thank our Director of Public Health and her team for the great work they do across West Sussex despite **the** continued financial challenges;
- (2) **Express disappointment at** ~~Condemn~~ the timing just before the Christmas break to ‘sneak-out’ announcements such as this;
- (3) Call on the Leader of the Council and the Cabinet Member for Adults and Health to consider carefully how best to implement **any necessary changes** ~~the required cuts~~ to services which will result from continued government cuts to the budget; and
- (4) Ask the Leader and Cabinet Member to write to the Secretary of State for Health, calling on the Government to deliver increased investment in Public Health and to support a sustainable health and social care system by taking a ‘prevention first’ approach, and fair and equitable funding for West Sussex.’

11.3 The amendment was accepted and was carried.

11.4 The amended motion, as set out below, was agreed.

‘The Council notes the vital role played by Public Health, including our hugely successful vaccination and immunisation programmes, support for those wanting to stop smoking, and otherwise helping West Sussex residents to lead healthier lives by avoiding diseases and unplanned pregnancies. The announcement of a further £85 million cut to the Public Health Budget in 2019/20, as one of 12 ministerial statements published by the Government on the last day of the 2018 parliamentary term before Christmas was in line with national cuts to local government public health functions over the last five consecutive years. This is particularly challenging in West Sussex due to its vast geography, scale and range of deprivation across the county.

The Council further notes the comments of the Health Foundation, who described these cuts as a false economy and who have calculated that an additional £3 billion a year is required to reverse the impact of the Government’s cuts to the Public Health Grant to date and have called for this increased budget to be allocated according to need; and the warnings from the King’s Fund that such cuts could put pressure on councils to cut non-statutory sexual health prevention services, which could lead to more sexually transmitted infections and unplanned pregnancies.



This Council believes that our Public Health team perform vital work to help keep the residents of West Sussex healthy which avoids more costly admissions to hospitals and other interventions by the NHS, and that this should be properly funded by central government.

This was endorsed by the Chief Executive of Public Health England, Duncan Selbie, following his visit to West Sussex on 21 January 2019, when he said: "It is frankly inspiring to hear of the positioning of the public's health and community engagement at the heart of everything you do – the Council, Boroughs and NHS together, with public health expertise embedded across the whole of the Council".

The Council resolves to:

- (1) Thank our Director of Public Health and her team for the great work they do across West Sussex despite the continued financial challenges;
- (2) Express disappointment at the timing just before Christmas;
- (3) Call on the Leader of the Council and the Cabinet Member for Adults and Health to consider carefully how best to implement any necessary changes to services which will result from continued government cuts to the budget; and
- (4) Ask the Leader and Cabinet Member to write to the Secretary of State for Health, calling on the Government to deliver increased investment in Public Health and to support a sustainable health and social care system by taking a 'prevention first' approach, and fair and equitable funding for West Sussex.'

## **12 Motion on extending the vote to 16 and 17-year-olds in local and national elections**

12.1 The following motion was moved by Dr Walsh and seconded by Mr Jones.

'This Council believes that young people at the age of 16 and 17 are well equipped to engage and participate in all elections across the UK as endorsed by the majority of County Councillors and Youth Cabinet members who took part in a debate on lowering the voting age in September 2018. Every 16-year-old receiving school education will have completed citizenship classes. Therefore, lowering the voting age to 16, combined with strong citizenship education, empowers young people to better engage in society and influence decisions that will define their future.'

16 and 17-year-olds have been denied the chance to influence decisions made by politicians about issues that massively affect their lives, such as tuition fees, the EU referendum, transport and the living wage. Also, the impact that many local services have on young people are provided by local government, such as education, social care and leisure. As a starting point, we would like to see the voting age lowered in West Sussex elections first, followed by national elections. We believe that allowing 16 and 17-year-olds to vote in selected parts of the UK and not others is unjustified. The Scottish Government passed the Scottish Elections (Reduction of Voting Age) Bill, which allows all 16 and 17-year-olds to vote in all Scottish elections from May 2016. Young people's participation in the Scottish Referendum demonstrates that they are eager to engage as 75% of 16 and 17-year-olds turned out to vote.

Lowering the voting age to 16 complement the law as, at 16, the law allows a person to:

- Give full consent to medical treatment
- Pay income tax and National Insurance
- Obtain tax credits and welfare benefits in their own right
- Consent to sexual relationships
- Get married or enter a civil partnership, with parental consent
- Change their name by deed poll
- Become a director of a company
- Serve in the armed forces but not deployed on the front line

The Council therefore calls on the Governance Committee to:

- (1) Support the proposals to allow 16 and 17-year-olds to vote in local West Sussex elections, followed at a future time by national elections; and
- (2) Ask local MPs and the Government to support the proposals to allow 16 and 17-year-olds to vote in local West Sussex elections, followed at a future time by national elections.

12.2 The motion was put to a recorded vote under Standing Order 35.5.

- (a) For the motion – 29

Mr Acraman, Mr Baldwin, Mr Barling, Mr Boram, Mr Catchpole, Dr Dennis, Mrs Duncton, Mr Elkins, Ms Goldsmith, Mr Hillier, Mrs Jones, Mr Jones, Mrs Jupp, Mr Jupp, Ms Lord, Mr Marshall, Mrs Millson, Mr Mitchell, Mr R J Oakley, Dr O'Kelly, Mr Patel, Mrs Pendleton, Mrs Purnell, Mr Quinn, Mrs Russell, Mr Smytherman, Mrs Urquhart, Mr Waight and Dr Walsh.

- (b) Against the motion – 24

Mrs Arculus, Lt Cdr Atkins, Mr Barrett-Miles, Mrs Bennett, Mr Bradbury, Mr Bradford, Mrs Bridges, Mr Burrett, Mr Cloake, Mr Crow, Mrs Dennis, Mr Fitzjohn, Mr High, Mr Hunt, Ms Kennard,

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Mrs Kitchen, Mr Lanzer, Mr McDonald, Mr Montyn, Mr S J Oakley, Mr Parikh, Mr Simmons, Mrs Sparkes and Mr Turner.

(c) Abstentions – 2

Mr Barnard and Mr Edwards.

12.3 The motion was carried.

### **13 Governance Committee: Corporate Parenting Panel Terms of Reference**

13.1 The Council considered changes to the terms of reference of the Corporate Parenting Panel, in the light of a report from the Governance Committee (pages 47 to 52).

13.2 The Chairman explained that the anticipated Ofsted report into Children's Services and the outcome of consultation with other partners might lead to a need to make some adjustments and she therefore sought Council's agreement to allow the Director of Children and Family Services to make any necessary amendments to the Panel's terms of reference in consultation with the Cabinet Member for Children and Young People. Any changes would be reported in the Members' Information Service newsletter.

13.3 Resolved –

- (1) That the new terms of reference and membership of the Corporate Parenting Panel, as set out at Appendix 1 to the report, be approved; and
- (2) That the Director of Children and Family Services be authorised to make any necessary amendments to the Panel's terms of reference as a result of the recent Ofsted inspection, in consultation with the Cabinet Member for Children and Young People, any such changes to be reported in the Members' Information Service newsletter.

### **14 Question Time**

14.1 Members asked questions of members of the Cabinet on matters relevant to their portfolios and asked questions of chairmen, as set out at Appendix 4. This included questions on those matters contained within the Cabinet report (pages 53 to 56) and a supplementary report (supplement page 1) and written questions and answers pursuant to Standing Order 2.38 (set out at Appendix 3).

### **15 West Sussex Armed Forces Covenant**

15.1 The Council considered a report by the Cabinet Member for Safer, Stronger Communities on the West Sussex Armed Forces Covenant (pages 57 and 58).

15.2 Resolved –

That the report be noted.

Chairman

The Council rose at 4.30 pm

## Interests

Members declared interests as set out below. All the interests listed below were personal but not pecuniary or prejudicial unless indicated.

<b>Item</b>	<b>Member</b>	<b>Nature of Interest</b>
Item 10(a) – Notice of Motion on Climate Change	Mr Boram	Member of Adur District Council
	Mr Jones	Member of Crawley Borough Council
	Mr Lea	Undertaking consultancy work in Artificial Intelligence
	Mr Simmons	Executive Member for Health and Wellbeing at Adur District Council
Item 10(b) – Notice of Motion on Public Health	Mr Jones	Member of Crawley Borough Council
	Mr Turner	Member of the Royal Pharmaceutical Society of Great Britain
Item 12 – QT relating to future library at Burgess Hill	Mr Barrett-Miles	Member of Burgess Hill Members’ Steering Committee for the Growth Plan for Burgess Hill and Burgess Hill Town Council
Item 12 – QT relating to highways	Lt Col Barton	Vice-Chairman of Adur District Council
Item 12 – QT pensions items	Mr Burrett	Deferred member of the Local Government Pension Scheme
	Mr Lanzer	Deferred member of the Local Government Pension Scheme
Item 12 – QT Motion To Crawley Borough Council Re Integrated Prevention And Earliest Help budget	Mr Jones	Member of Crawley Borough Council
Item 12 – QT relating to children’s services	Mr Smytherman	Governor of West Sussex Alternative Provision College

Item	Member	Nature of Interest
Item 12 – QT relating to capital programme and investment property opportunities	Mrs Sparkes	Cabinet Member for Finance and Resources at Worthing Borough Council
Item 12 – QT All items	Mr Bradbury	Member of Mid Sussex District Council and Trustee of Sussex Learning Trust
	Mrs Jones	Member of Mid Sussex District Council and Burgess Hill Town Council
	Mr Quinn	Member of Crawley Borough Council
Item 13 – Armed Forces Covenant	Lt Cdr Atkins	A veteran from the Royal Navy and Vice-Chair of Worthing Royal Naval Association
	Mr Barling	Member of a military charity
	Mr Bradbury	Chairman of Building Heroes Education Foundation
	Mr Jones	Member of Crawley Borough Council

**Nominations for Committees – April 2019  
(excluding non-Council members)**

Children and Young People's Services Select Committee (12)	Environment, Communities and Fire Select Committee (12)	Health and Adult Social Care Select Committee (12)	Performance and Finance Select Committee (15)
<p>Mrs Bennett Mrs Bridges Mr Cloake Ms Flynn Mrs Hall Mr High Mrs Jones Ms Lord <b>Mr Petts</b> <b>Mrs Russell</b> Mr Wickremaratchi 1 vacancy</p>	<p><b>Mr Barling</b> <b>Mr Barnard</b> Mr Barrett-Miles Lt Col Barton Mrs Bridges Mr Jones <b>Mr Jupp</b> Mr McDonald <b>Mr R J Oakley</b> Mr S J Oakley Mr Oppler Mr Purchase</p>	<p>Mrs Arculus Lt Cdr Atkins <b>Mr Boram</b> Mrs Bridges Ms Flynn Mrs Jones Dr O'Kelly Mr Petts Mrs Smith Mr Turner Dr Walsh Mr Wickremaratchi</p>	<p>Mr Barrett-Miles Mr Catchpole Mr Cloake Mr Crow Mr Edwards Mr Fitzjohn Mrs Kitchen Mr Lea Mr Montyn Mr Smytherman <b>Mrs Sparkes</b> Mr Turner Mr Waight Dr Walsh 1 vacancy</p>
<p>Substitutes: Mr Oxlade Mr Smytherman 1 Con vacancy</p>	<p>Substitutes: Mr Quinn Dr Walsh 1 Con vacancy</p>	<p>Substitutes: Mr Jones Mr Oppler 1 Con vacancy</p>	<p>Substitutes: Mr Jones Ms Lord 1 Con vacancy</p>

Changes shown in bold,  
italic text.



**Nominations for Committees – April 2019  
(excluding non-Council members)**

Planning Committee (13)	Rights of Way Committee (9)	Regulation, Audit and Accounts Committee (7)	Governance Committee (9)	Standards Committee (9)
Lt Cdr Atkins Mr Barrett-Miles Lt Col Barton Mr Crow Mr Jupp Mrs Kitchen Ms Lord <b>Mr McDonald</b> Mr S J Oakley Mr Patel Mr Quinn Mrs Russell <b>Mr Simmons</b>  Substitutes: Mr Acraman Mr Barling Mr Buckland Mrs Dennis Mr High Mr Jones 2 Con vacancies	Mr Acraman Mr Baldwin <b>Mr Boram</b> Mr Bradbury Dr O'Kelly Mrs Purnell Mr Quinn Mrs Russell Mr Whittington (V-Ch) (Ch) Substitutes: Mrs Arculus Lt Col Barton Mrs Brunsdon Mr Buckland Mr S J Oakley Mr Oxlade Mr Patel Mrs Pendleton	Mr Bradford Mrs Dennis Dr Dennis Mr Jupp Mr Lea Mrs Pendleton Mr Waight (V-Ch) (Ch)	Mr Acraman Mr Burrett <b>Mrs Duncton</b> Ms Goldsmith <b>Mr Lanzer</b> Mr Mitchell <b>Mr Patel</b> Dr Walsh 1 vacancy (Ch) (V-Ch)	Mr Barnard Lt Col Barton Mr Buckland Mr Duncton Mrs Jupp Mr R J Oakley <b>Mr Patel</b> Mr Smytherman Mrs Sparkes (Ch) (V-Ch)
	<b>PropCo Panel (5)</b>	<b>Treasury Management Panel (5)</b>		
	Mr Elkins Mr Hunt Mr Jupp Ms Goldsmith Mr Smytherman (Ch)	Mr Bradford Mrs Dennis Mr Hunt Dr O'Kelly Mrs Sparkes Reserve member: Mr Fitzjohn (Ch)		
	<b>Safeguarding Adults Member Reference Group (3)</b>	<b>Adoption Panels (2)</b>	<b>Foster Panels (3x1)</b>	<b>Corporate Parenting Panel (6)</b>
	(Ch) Mrs Jupp Dr O'Kelly Mrs Smith	Mrs Flynn Mr Oppler	<b>North Foster Panel (1)</b> Mrs Arculus <b>South East Foster Panel (1)</b> Mrs Hall <b>South West Foster Panel (1)</b> Mrs Pendleton	Mrs Hall <b>Mrs Jones</b> Mrs Millson Mr Oxlade Mrs Pendleton <b>Mr Simmons</b> (Ch)



## 5 April 2019

### 1. Written question from **Mr Oxlade** for reply by the **Cabinet Member for Children and Young People**

#### Question

In September 2017 the free childcare entitlement was extended to 30 hours per week for eligible working parents of three and four-year-olds. I understand that since this was introduced nursery closures nationally have increased by two thirds with providers struggling due to inadequate sustainable funding.

I would be grateful if the Cabinet Member could:

- (a) Tell me what percentage of nursery settings in the county offer the entitlement?
- (b) Confirm what capacity exists within nursery settings to offer the entitlement in the event a setting was to close, and whether there are any particular 'hot spots' where capacity is limited or not available (if so, where)?
- (c) Tell me how many nursery settings in West Sussex have closed since September 2017 and whether he is aware of any further settings who have given notice of proposed closure or at risk of closure?
- (d) Confirm the base rate payable to nursery settings per hour per eligible three and four-year-old child with effect from 1 April 2019; and
- (e) Confirm the extent to which any plans are being made in respect of supporting nursery schools beyond 2020 in the absence of any guarantee of continued funding by the Government.

#### Answer

- (a) 73% of all early years settings offer Free Entitlement for three and four-year-old funding.
- (b) Capacity is monitored termly, based on the information provided by the early years settings. The latest data we have is for Autumn 2018 and this identifies that the availability of early years places (termed the vacancy rate) is as follows:

In Adur and Worthing, the vacancy rate is 30.4%. The Lancing and Durrington areas are being monitored as areas where there is potential for gaps in childcare sufficiency.

In Arun, the vacancy rate is 24.8%. The Angmering and Arundel areas are being monitored as areas where there is potential for gaps in childcare sufficiency.

In response to the identification of potential gaps in childcare sufficiency

the County Council directs new and potential childcare providers and those wishing to expand to those areas. However, whilst a potential gap has been identified this does not necessarily mean that there is demand and the County Council encourages all new and potential providers to carry out additional market research.

In Chichester, the vacancy rate is 25.9%.

In Crawley, the vacancy rate is 27.8%.

Potential hotspots for childcare have been identified across Crawley due to development of new properties. This is being monitored and the team are working with potential providers to address this.

In Horsham, the vacancy rate is 28.3%.

In Mid Sussex, the vacancy rate is 21.8%.

Across West Sussex there are a growing number of large housing developments being created. Local teams are working with developers and existing providers to ensure there is sufficient childcare for families moving to these homes. There is also an ongoing focus in increasing the number of childminders offering government funded places to meet the needs of the free entitlement and extended entitlement across the county.

- (c) 167 settings (including childminders, pre-schools and day nurseries) have closed in West Sussex since September 2017. Of these, 14 were day nurseries/pre-schools. We are not aware of any settings that have given notice of proposed closure or at risk of closure. In this period, 92 new settings have opened (42 pre-schools and day nurseries and 50 childminders).
- (d) The base rate payable is £4.42.
- (e) There is no resource available to mitigate the funding gap. However, the local authority is meeting regularly with the heads of the maintained nursery schools to offer advice and discuss potential options.

**2. Written question from Mrs Millson for reply by the Cabinet Member for Education and Skills**

**Question**

Can the Cabinet Member please update the Council on the situation regarding the allocation of secondary school places for children starting Secondary School in September? Specifically, can the Cabinet Member clarify, by district:

- (a) How many children have not been allocated to their parents' first choice school?
- (b) How many children have not been allocated to any of their parents' choices?

- (c) How many Horsham children are still expected to attend schools in Crawley? Does the Cabinet Member intend to make special travel arrangements for these children, or will they be expected to use public transport, even if this may involve one or more changes of service?

**Answer**

As questions 2 and 3 relate to the same matter, a combined response has been provided – see answer to question 3 below.

**3. Written question from Mr Quinn for reply by the Cabinet Member for Education and Skills**

**Question**

I understand parents of current Year 6 pupils across the county were informed of their child's allocation of a secondary school place on 1 March 2019. There has been coverage in the local media about some pupils who will have to travel from Horsham District to Crawley from September, which for some will be a daily 30-mile round trip.

I am given to believe that the proposed opening of the new Bohunt Free School in Horsham from September has meant some parents have been offered a place at Bohunt as well as a place for another West Sussex school. Given that those parents had to have chosen one of the duplicated places by 29 March 2019, can the Cabinet Member please:

- (a) Provide a breakdown of the number of students who were not allocated a place at one of their three preferred schools for each District and Borough;
- (b) Tell me how many students it is anticipated will have to attend a school in another District or Borough from the one they applied;
- (c) How many parents have chosen to exercise their right of appeal because they have not been allocated a place in one of their three preferred schools;
- (d) Confirm whether additional resources will be required to deal with the appeals; and
- (e) Confirm the estimated additional school transport costs for those pupils starting school in September who live more than three miles away from their allocated school.

**Answer to questions 2 and 3**

All children whose parents applied for a secondary school place were offered a school place. This year the Admissions Team processed a total of 9,099 applications, an increase of nearly 400 from 2018.

In response to Mrs Millson's first two questions, the vast majority of applicants (96.5%) were offered a place at one of their three preferred schools, with 84.2%

given their first preference. This equates to 322 children not being offered one of their three preferences and 1,437 not being in receipt of their first preference. The team does not aggregate the data on a district and borough basis so it is not possible to provide a breakdown of this information by district and borough area.

Information for the Horsham Community Designated Area in relation to parents who applied for places at the new Bohunt School, Horsham is as follows:

- (a) At allocation on 1 March, 16 children living within the Horsham Community Designated Area were not offered a place at one of their three preferred schools.
- (b) The Admissions Team is in the process of offering all 16 children a Horsham school from the 70+ places that have been released by parents whose child will attend the new Bohunt School, Horsham. Therefore, no child from the Horsham Community Designated Area will have to attend a school in another district or borough from the one within which they applied for.
- (c) No appeals will progress for parents of children within the Horsham Community Designated Area because they have not been allocated a place at a preferred school.
- (d) There will be no additional appeal costs because all children from within the Horsham Community Designated Area will shortly be offered a preference school.
- (e) There will be no additional transport costs because all children from within the Horsham Community Designated Area who want a Horsham school will shortly be offered one.

**4. Written question from Mrs Smith for reply by the by the Cabinet Member for Education and Skills**

**Question**

The Cabinet Member will no doubt be aware that head teachers across West Sussex wrote to thousands of West Sussex parents in March this year updating them on the position regarding school funding. That letter told parents schools are still not being provided with adequate funding and resources to deliver the level of provision and support that is expected. The letter went on to say:

- Since 2010 school budgets have decreased in real terms by 8% and by 20% at post 16;
- Class sizes are rising and the curricular offer is being restricted;
- Increasing, schools are being asked to support children's emotional health and wellbeing; and
- Often the most vulnerable students in schools – those from disadvantaged backgrounds or those with Special Educational Needs and Disabilities (SEND) – are bearing the brunt of cuts and schools are struggling to provide the level of support they are entitled to.

Parents were also told that head teachers had written and requested meetings with the Secretary of State for Education; the request for a meeting has been declined on two occasions because diaries are full. As the letter points out, it is difficult to comprehend what issues could be more important than the ones they are raising on behalf of literally thousands of peoples in West Sussex and up and down the country.

Despite this situation the spring budget offered nothing more for the pupils of West Sussex.

Can the Cabinet Member please tell me:

- (a) What recent efforts he has been made to convey the dire funding situation for the pupils in West Sussex to Ministers and local MPs;
- (b) How many schools currently have licensed deficits and how much as a total that combined deficit represents;
- (c) The extent to which the number of schools requiring licensed deficits and the combined total have increased over the last three years;
- (d) Whether he expects the situation to improve for schools looking to set their 2019/20 budgets given that 50 schools have recently been identified through the recent three year budgeting exercise as not having plans in place to balance their budget next year; and
- (e) Whether he is confident the announcement that all secondary schools and colleges will provide female students with free sanitary products from September 2019 will not result in additional expenditure or resource implications for either this authority or schools and colleges across West Sussex.

### Answer

- (a) I can confirm that the need for sustainable funding is regularly raised with Ministers and MPs at all suitable opportunities.
- (b) 22 schools requested a licensed deficit for 2018/19, with the total estimated deficit of these schools at the end of the financial year expected to be £1.356m. Details are shown in the table below:

	<b>2018/19 licensed deficit requests</b>	<b>Estimated deficit at 31 March 2019</b>
Primary	16	£0.540m
Secondary	5	£0.596m
Special	1	£0.220m
<b>Total</b>	<b>22</b>	<b>£1.356m</b>

- (c) By comparison, the number of schools requesting a licensed deficit in 2017/18 was 21, and the total estimated deficit of these schools at the end

of that financial year was expected to be £1.422m. Details are shown in the table below:

	<b>2017/18 licensed deficit requests</b>	<b>Estimated deficit at 31 March 2018</b>
Primary	15	£0.656m
Secondary	5	£0.716m
Special	1	£0.050m
<b>Total</b>	<b>21</b>	<b>£1.422m</b>

Unfortunately, corresponding figures for the number of schools who requested a licensed deficit in 2016/17 are not available, but the number of schools who actually ended the financial year with a deficit balance over the last three years has been as follows:

	<b>March 2016</b>	<b>March 2017</b>	<b>March 2018</b>
Nursery	1	1	1
Secondary	8	17	20
Primary	2	2	3
Special/APC	2	5	2
<b>Total</b>	<b>13</b>	<b>25</b>	<b>26</b>
<b>Deficit Value</b>	<b>£0.261m</b>	<b>£0.729m</b>	<b>£1.313m</b>

- (d) The three-year budget exercise was carried out at the beginning of the current academic year using indicative budget allocations for 2019/20 and 2020/21. Since that time, all schools have received their actual 2019/20 school budget shares. This will have changed the financial position for some, and they now have until 31 May 2019 to set and approve their 2019/20 budget. Since the turn of the calendar year, Finance officers have been engaged in detailed work with all 50 schools, and early indications are that a number of these schools will be able to set a balanced budget next year. In some cases this is due to carrying forward higher balances into next year as a result of pro-actively making cost savings during 2018/19, but in many cases it is through making staffing reductions either by means of redundancy or by not replacing staff who are leaving. The actual number of schools requesting a licensed deficit for 2019/20 will not be known until the end of May, but the expectation is that numbers are likely to be slightly up on 2018/19.
- (e) The implications of this announcement are not known at the current time. I will ask officers to ensure that I am kept fully informed of the likely implications as and when these become known.

**5. Written question from Mrs Millson for reply by the by the Cabinet Member for Environment**

**Question**

I understand that the County Council is the lead local authority in Sussex working with Robin Hood Energy (RHE), a not-for-profit licenced energy supplier owned by

Nottingham City Council, to deliver a range of energy tariffs to residents across Sussex through Your Energy Sussex (YES).

Over the past year or so a number of smaller energy suppliers have ceased trading resulting in Ofgem having to identify a supplier of last resort for thousands of householders, many of whom end up having to pay increased energy prices.

I am also given to understand that in December last year Robin Hood Energy borrowed an additional £5.5m from Nottingham City Council in the form of an interest bearing short term loan.

I would be grateful if the Cabinet Member could:

- (a) Tell me how many West Sussex residents have signed up to energy supplies from RHE through Your Energy Sussex;
- (b) Summarise the arrangement the County Council has with RHE to include the extent of the financial commitment made and the length of the contract/service level agreement;
- (c) Describe any steps she has taken to satisfy herself regarding the financial sustainability of RHE; and
- (d) Outline whether in the event that RHE ceased trading there is any additional protection for those West Sussex residents who would be affected through the arrangement with Your Energy Sussex (beyond intervention by Ofgem).

### **Answer**

- (a) As at 31 March 2019, Your Energy Sussex (YES) had 3,835 customers on supply with over 7,000 metered connections (the majority of customers have dual fuel contracts).
- (b) YES is a local, not-for-profit energy supplier offering competitively-priced gas and 100% renewable electricity to residents in West Sussex, East Sussex and Brighton and Hove. The service is supplied under a 'white label' agreement between the County Council and Robin Hood Energy (RHE), the licensed energy company owned by Nottingham City Council.

We chose a white label approach because RHE carries the financial and regulatory responsibilities associated with running a licensed energy company. Establishing our own licensed energy company would have required significant investment with limited additional benefit for our residents.

Within its first year of operation, YES acquired a large enough customer base to cover its modest set up costs (mainly website and printed leaflets) and now, in year two, will begin to use the surplus it generates to build a Fuel Poverty Fund which will be used to support residents who are struggling to pay their bills.

Under the terms of the contract, RHE supplies all back office functions (energy trading, customer service, billing etc.) at no cost to the Council and its partners. Energy tariffs are marketed locally by the County Council and the 12 supporting local authorities under the YES brand. This is funded from the commission payments received from RHE.

We selected RHE as our preferred supplier following a detailed procurement exercise in 2017 and we continue to keep the company's performance and financial health under close scrutiny. The Cabinet Member for Environment and Director of Energy, Waste and Environment form part of a Governance Board which meets quarterly with RHE. We are currently in year two of a five-year contract term.

- (c) As demonstrated by the number of recent small supplier failures there are industry risks which cannot be avoided. The energy market is fiercely competitive and rates are changing constantly. As a result, the majority of energy suppliers are expected to have made a loss in the last financial year. We continue to monitor performance through contract management KPIs and keep the company's financial status under close scrutiny. We are confident that RHE has a strong financial position for the following reasons:
- It differs to most energy suppliers in the market because its parent company is a public sector body which offers it a degree of financial stability not available to the majority of its competitors. It also has trading strategies and risk management products in place to further support its position.
  - The business is operated on a prudent and sustainable basis. This is evidenced by the fact that it generated a £202,000 surplus last year in only its second full year of trading. This is a rare achievement for a new entrant energy supplier.
  - RHE paid its multi-million pound Renewable Obligation in full by the original August 2018 deadline. It has subsequently been revealed that 34 energy suppliers failed to meet their obligation by the deadline and received heavy fines. For some failed suppliers, this contributed to the closure of their business.
  - Nottingham City Council provides parental support in the form of Parental Company Guarantees and a loan facility to provide cash where required. Smaller suppliers may not have such a facility. This loan facility is vital during times of significant customer growth because energy must be purchased up-front on the day that a new customer signs up. RHE recently acquired 12,000 customers across its various brands in a 12-week period which highlighted the importance of the facility provided by Nottingham City Council to alleviate short-term cash flow issues and enable long-term growth.
- (d) Ofgem's 'Supplier of Last Resort' scheme ensures consumers are fully protected should their energy supplier fail. There is no financial risk to the consumer, credit balances on energy accounts are protected and there is no interruption of energy supply. Consumers are free to switch away from the Ofgem nominated supplier at any time without charge. There is, therefore, no requirement for YES to provide any additional protection.



**6. Written question from Mr Jones for reply by the by the Cabinet Member for Finance and Resources**

**Question**

The Cabinet Member may recall that in November 2017 he chaired a meeting of the Pension Panel which considered a petition submitted by Worthing Climate Action Network calling for West Sussex County Council and Adur & Worthing Borough Council to divest all their funds currently invested in fossil fuel companies and instead invest in renewable sources.

At that time the Panel were told the level of funds invested in fossil fuel were as follows:

Baillie Gifford:       Nine companies amounting to 3.94% of total portfolio; and  
UBS:                    17 companies amounting to 10.31% of their portfolio.

Having considered the petition the Panel undertook to give further consideration to the issues and challenges it raised when considering future investment strategies.

I understand that as of the end of February 2019 the level of funds invested in fossil fuel were as follows:

Baillie Gifford:       Three companies amounting to 1.9% of total portfolio; and  
UBS:                    Nine companies amounting to 2.6% of their portfolio.

I am pleased to note there has been a decrease in the level of funds invested in fossil fuel and would be grateful if the Cabinet Member could:

- (a) Confirm the extent to which the Panel has honoured its commitment made in 2017 to consider the issues raised in the petition when considering future investment strategies;
- (b) Outline the extent to which the reduction in level of investment in fossil fuel has been as a result of the Panel directing the fund managers to reduce the level of fossil fuel investments or as a consequence of other investments being more financially beneficial; and
- (c) Given that a number of local authorities have already divested funds from those companies, whose actions were fuelling climate change, can the Cabinet Member confirm he will undertake to ensure the Panel once again discusses whether this Council should consider divesting its pension funds when it meets in April to review its investment strategy.

**Answer**

- (a) As long-term responsible shareholders the Pension Panel continues to consider the issues raised in the petition about fossil fuels as part of its Investment Strategy. Panel discussions with its managers on environmental, social and governance (ESG) issues, form a key part of the investment analysis and decision making process. It is important to note

that Queen's Counsel's Opinion, provided to the Scheme Advisory Board, advises that the power of investment must be for investment purposes only, and not for any wider purpose, and directed towards achieving a wide variety of suitable investments to achieve what is best for the financial position of the Fund.

- (b) The Panel continues to discuss ESG issues with its investment managers. The current reduction in fossil fuel investment is as a result of the active management of the portfolio by those managers, while also in line with the wishes of the Panel.
- (c) As long-term, responsible shareholders the Pension Panel believes in engagement ESG issues relating to its investments and has a preference to corporate engagement rather than the exclusion of stocks from the Fund. The Pension Panel will give further consideration to ESG issues as part of its Business Plan for 2019/20, including the impact of LGPS Asset Pooling and best practice. However, this must be in the best financial interests of the Fund and consideration will be given to the benefits of engagement with a broad range of companies.

**7. Written question from Mr S J Oakley for reply by the by the Cabinet Member for Highways and Infrastructure**

**Question**

The Cabinet Member for Highways and Infrastructure is requested to provide an update on work towards, and proposals for, Transport for the South East (TfSE) to have Statutory Status, particularly with regards:

- (a) Constitutional and Governance Arrangements;
- (b) How will it avoid duplicating the activities and responsibilities of existing Public Bodies responsible for transport;
- (c) Funding arrangements, including any enablement of a capability to raise Capital/impose charges;
- (d) Staffing levels, including envisaged senior staff/Independent Appointees remuneration packages; and
- (e) Proposed West Sussex County Council scrutiny of, and decision making process on, proposals towards TfSE having Statutory Status?

**Answer**

- (a) No changes are expected to the County Council's Constitution or governance arrangements as a result of Transport for the South East (TfSE) obtaining statutory status.
- (b) No single body currently fulfils all of the powers and responsibilities that TfSE is seeking to support the work of its constituent authorities and

partners. The benefits of TfSE are that it will provide a single vision for long-term strategic transport planning and promote cross-regional transport priorities. It is expected to provide a single voice and be more effective than the individual local authorities it represents at influencing decisions made by the Government and its agencies (Highways England and Network Rail) about investment in strategic transport infrastructure (for example, the Roads Investment Strategy and Rail Network Enhancement Programme). Several of the powers likely to be sought would be concurrent with local authorities and TfSE would only ever exercise these local powers with the consent of the local authority concerned.

- (c) To date, funding for TfSE has been provided by the constituent local transport authorities (county councils contribute £58,000 per annum) and a grant of £1m from the Department for Transport. Future funding arrangements are expected to be established through the upcoming Government Spending Review, through which TfSE is seeking funding for core activities. It is not known whether contributions from local transport authorities will be expected to continue once statutory status has been obtained and no commitment has been made to do so beyond 2019/20. Once statutory status has been obtained, it is anticipated that TfSE will have a role in determining priorities for spending transport funding in the South East.
- (d) A modest staffing compliment of 7.5 full-time equivalents led by Rupert Clubb, Director of Communities, Economy and Transport at East Sussex County Council has been appointed on a two-year fixed term basis to enable TfSE to reach statutory status. The current staffing structure costs approximately £493,000 per year including on-costs. It is recognised that staffing requirements will need to change to reflect the powers and responsibilities of a statutory body but as these are still subject to change, the staffing requirements have not yet been defined.
- (e) Formal consultation on the draft proposal will take place between 3 May and 31 July 2019. The County Council's consultation response will be a key decision by the Cabinet Member for Highways and Infrastructure in June or July.

**8. Written question from Mr Quinn for reply by the by the Cabinet Member for Highways and Infrastructure**

**Question**

In respect of on-street parking, I would be grateful if the Cabinet Member could provide me with:

- (a) A breakdown of the income per District and Borough during 2018/19 (if the figures for the full year are not yet available please provide info up to the end of February); and
- (b) A breakdown of the estimated income by District and Borough for 2019/20, assuming that usage patterns follow this year's and allowing for the

estimated impact of the next increase in charges due from 1 September 2019.

**Answer**

- (a) The total income (incorporating permit sales as well as Pay & Display and off-street income where appropriate) from each district and borough council is as follows:

<b>Parking Area</b>	<b>April 2018 - Feb 2019</b>	<b>Projected to April 2019</b>
Countywide	19,841	21,645
Adur	13,332	13,332
Arun	364,281	437,137
Chichester	369,123	402,680
Crawley	308,142	410,856
Horsham	177,794	193,957
Mid Sussex	261,485	285,257
Worthing	1,739,596	2,319,461
<b>Total</b>	<b>3,253,595</b>	<b>4,084,325.52</b>

- (b) It is not yet possible to assess the impact upon income of a September 2019 review of parking charges because the options for consideration have yet to be assessed. It is expected that these options will be included in a draft parking charges report to be prepared in April and that report will be shared with members in May. The final report, including the views of members, will be considered in June. By way of a guide, using data from 2016/17 and assuming no demand reduction, it could reasonably be expected that an increase in on-street parking charges (allowing for RPI and other changes required for traffic management purposes) would result in a very approximate increase in income of between £200,000 and £350,000 countywide.

- 9. Written question from Mr Jones for reply by the Cabinet Member for Safer, Stronger Communities**

**Question**

Earlier this month the Environment, Communities and Fire Select Committee was invited to scrutinise the proposal for Community Hubs and plans for Worthing library and comment on the business case prior to final Transformation Board approval on 25 March 2019.

At that meeting members of the Committee learnt that the Community Hubs project would require a total of £10.2m to create ten Community Hubs including the first of which will be based at Worthing library. Phase one of the project would see three Hubs in addition to Worthing delivered.

Can the Cabinet Member please confirm the ten locations which have been

discussed by the member project board and the Transformation Board, and tell me which of these will form phase one alongside Worthing?

**Answer**

The Community Hubs programme is an exciting project to remodel some of the County Council's buildings to create modern, flexible and integrated community spaces to host library and children and family services under one roof.

Given the complexity of the programme and to recognise that it impacts across several Cabinet Portfolios, a Member Project Board has been created to support its development and implementation.

The first Hub in Worthing Library which will be a 'showcase' for the programme and has been subject to extensive community engagement and consultation with local people. Following positive feedback, a detailed design brief is being prepared and an implementation plan developed with a scheduled opening for June 2020.

The Member Project Board is working to identify a further number of key locations across West Sussex where a Community Hub would be appropriate, utilising a detailed set of criteria. It is envisaged that the programme will be split into three phases with Phase 1 including three additional locations alongside Worthing Library where further viability and feasibility testing work will be commissioned.

As deliberated at the Environment, Communities and Fire Select Committee, this work is ongoing, and the Member Project Board is yet to finalise the potential locations. However, it has been agreed that once this work is complete the details will be shared with the Select Committee.

**10. Written question from Mr Oxlade for reply by the Cabinet Member for Safer, Stronger Communities**

**Question**

I am a strong advocate of the 'Tell Us Once' scheme which reduces the number of calls someone has to make when a loved one dies, whilst at the same time enables the County Council to recover any equipment promptly and prevents potential overpayment of allowances or fraudulent use of blue badges.

I would be grateful if the Cabinet Member could confirm what percentage of those who have registered a death with the County Council have activated the 'Tell Us Once' process at the end of 2016, 2017 and 2018 and comment on the extent to which use of the scheme is increasing.

**Answer**

The percentage of those who registered a death and then went on to activate the Tell Us Once service is as follows (details for Tell Us Once are provided per financial year):

2015/16 – 62%  
2016/17 – 67%  
2017/18 – 68%  
2018/19 – 71%

A more detailed breakdown of the Tell Us Once service is as follows:

	<b>Year end 2015/16 <sup>1</sup></b>	<b>Year end 2016/17</b>	<b>Year end 2017/18</b>	<b>Year end 2018/19</b>
Number of deaths captured by the registrars	6,138	8,730	8,949	8,144
Number progressed to enrichment	3,807 (62%)	5,845 (67%)	6,068 (68%)	5,812 (71%)
Number of separate notifications sent to County Council departments following enrichment <sup>2</sup>	6,219	9,528	9,761	9,591

<sup>1</sup> Tell Us Once commenced in July 15, so data for 2015/16 is not for a full year

<sup>2</sup> County Council Departments receiving Tell Us Once notifications:

- Adults’ and Children’s services;
- Blue Badge and Concessionary Travel; and
- Library Services.

### **Tell Us Once and the Coroners Service**

West Sussex also introduced a unique service via the Coroner’s team. When a death is referred to the Coroner, it can take longer to process, so when a death is eventually registered, it was too late to use the Tell Us Once service.

With over 3,000 deaths referred to the West Sussex Coroner each year, we trained the Coroners Administrative Assistants to capture the deceased’s details onto the Tell Us Once system so families can use it straightaway. We pioneered this and a few other local authorities are now offering the same.

### **Glossary**

‘Capture’: Registrars input on to Department for Work and Pensions (DWP) system and give customers a unique reference number.

‘Enrichment’: the process the customer follows to use the Tell Us Once service either by going online or telephoning the DWP helpdesk.

‘Notifications’: each enrichment will generate notifications to multiple services, both within the County Council and district and borough councils.

### **Question Time: 5 April 2019**

Members asked questions of members the Cabinet and chairmen as set out below. In instances where a Cabinet Member, the Leader or a chairman undertook to take follow-up action, this is also noted below.

#### **Best Start in Life**

Motion to Crawley Borough Council on the Integrated Prevention and Earliest Help budget (Cabinet Member for Children and Young People), from Mr Crow and Mr Jones.

Beechfield secure unit (Cabinet Members for Children and Young People and Education and Skills), from Mrs Arculus, Mr Jones and Mr Smytherman.

In response to a question from Mr Smytherman about how much it had cost the Council to place three children in secure accommodation over the last year while Beechfield was closed, the Cabinet Member for Children and Young People said he would let him know.

In response to Mr Smytherman's query about who would be providing the education provision once Beechfield reopened, the Cabinet Member for Education and Skills said he would let him know.

In response to a question from Mrs Arculus, the Cabinet Member for Children and Young People said he would let her know what revenue Beechfield had previously generated.

School placements for 2019/20 in Worthing (Cabinet Member for Education and Skills), from Mr High and Mr Waight.

In response to a question from Mr High about complaints from parents, the Cabinet Member said he would be happy to look into particular cases if Mr High sent him details.

#### **A Prosperous Place**

Future library at Burgess Hill (Leader), from Mr Barrett-Miles.

In response to a request for information about the future library provision at Burgess Hill, the Leader undertook to ensure all members were informed of the plans once negotiations had been completed and before a press release was issued.

Additional capital from the Department for Transport's Roads Fund for road improvement works (Cabinet Member for Highways and Infrastructure), from Ms Lord, Mr S J Oakley, Dr O'Kelly, Mr Quinn and Dr Walsh.

In response to a question from Ms Lord, as to why the contract for resurfacing works in Hassocks had not included the ability to tow cars that had not been removed voluntarily, the Cabinet Member said he would respond to Ms Lord with clarification as to how vehicles could be moved legally, an indication as to the

costs incurred of repeat visits to complete resurfacing works and would also look at the implications of including towing in future contracts.

In response to a question from Mr Quinn, the Cabinet Member said he would provide him with an update on progress on road improvement works in due course.

In response to a question from Dr Walsh about why the cats' eyes on Long Furlong had been removed leaving small pits, the Cabinet Member said he would seek clarification and respond to Dr Walsh.

A29 realignment (Cabinet Member for Highways and Infrastructure), from Mr Edwards.

The Cabinet Member said he would share with Mr Edwards a response regarding the severe financial implications of extending the proposals to link to the A27 at Fontwell and would also be happy to consider meeting residents of Shripney and Lidsey to listen to their concerns about the proposals.

### **A Council that works for the Community**

Brexit preparations (Leader), from Mrs Millson.

In relation to a request for an update on preparations for Brexit, the Leader said she would ask the Chief Executive to prepare a briefing note for all members.

Budget preparations for 2019/20 (Leader), from Mr Catchpole.



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**County of West Sussex**  
**By-Election of County Councillor**  
**for the Northgate & West Green Electoral Division**  
**2 May 2019**

**Return by County Returning Officer**  
**of persons elected as County Councillors**

<b>Electoral Division</b>	<b>Name and Address of Person Elected</b>	<b>Description</b>
Northgate & West Green	Sudan, Karen (Address in Crawley)	Labour

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## **Review of Proportionality**

- 1** It is the duty of the County Council, following the Northgate & West Green by-election to review the entitlement of political groups to seats on committees in line with the proportionality rules set out in the Local Government and Housing Act 1989. The rules allow adjustments to be made to make whole numbers of seats and, once the County Council has determined how adjustments should be made, appointments are made to committees on that basis.
- 2** The proportionality rules are as set out below:
  - (1) No political group can have all the places on a committee (the exception is the Cabinet).
  - (2) A group having an overall majority on the County Council is entitled to a majority of seats on each committee.
  - (3) The gross number of seats is allocated in accordance with each group's entitlement.
  - (4) The number of seats on each committee is allocated in accordance with each group's entitlement.
- 3** The application of these rules produces different figures so the figures have to be reconciled by applying the rules in descending order of importance. The critical rule is rule (2) if, as in the case of the County Council, there is an overall majority, and numbers of seats are then reconciled with rules (3) and (4). Under the rules, if there are members of the Council who do not belong to a political group (independent members) then, once the division of seats between the political groups has been made, any remaining seats are allocated to the independent members by the County Council.
- 4** The by-election on 2 May 2019 has not resulted in a change in the political control of the Northgate & West Green electoral division and the proportionality is therefore unchanged as set out overleaf.

<b>Committee</b>	<b>Places</b>	<b>Con</b>	<b>Lib Dem</b>	<b>Lab</b>
Performance and Finance	15	12	2	1
Children and Young People's Services	12 (16†)	10	1	1
Environment, Communities and Fire	12	9	2	1
Health and Adult Social Care	12(19†)	9	2	1
Planning	13	11	1	1
Regulation, Audit and Accounts	7	6	1	0
Rights of Way	9	7	1	1
Governance	9	7	1	1
Standards	9	7	2	0
<b>Total number of Committee seats to which proportionality rules apply</b>	<b>98</b>	<b>78</b>	<b>13</b>	<b>7</b>

† Include four/seven voting co-opted members respectively

**Tony Kershaw**

Director of Law and Assurance

**Contact:** Clare Jones 033 022 22526

**Background Papers**

None

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(Links marked with an \* are to documents in pdf format)

## **Cabinet Report: Delivering the West Sussex Plan 2017-22**

This report sets out the key strategic decisions, policy and programme initiatives, consultations, government announcements and key events within each Cabinet portfolio area to deliver our strategic priorities.



## **BEST START IN LIFE**

### **Cabinet Member for Children and Young People – Paul Marshall**

- A new learning resource that aims to support schools in providing [young carers](#) with the recognition and support they need has been provided to every primary school in West Sussex. To accompany the [launch](#) of the learning pack, theatre performances that demonstrate the issues faced by young carers were shown at both the Hawth Theatre in Crawley and the Festival Theatre in Chichester.

### **Cabinet Member for Education and Skills – Richard Burrett**

- Views are being [sought](#) on a draft Special Educational Needs and Disability (SEND) and Inclusion Strategy that sets out the County Council's vision 'for all children and young people (0 to 25 years) in West Sussex to have every opportunity to prosper in their learning and become active and valued members of their local community, fully prepared for adulthood'. The Strategy is due to be published in November.
- A new [guide](#) to help parents, teachers and other professionals supporting children and young people with autism to manage anxiety has been provided to every school in West Sussex. The guide has been developed in a collaboration between the County Council's Autism and Social Communication Team and [City, University of London](#) and incorporates the latest research and practice for improving emotional wellbeing of autistic children and young people.
- Following the recent [allocation](#) of Primary School places for children starting school in September 2019, 99% of parents were offered a place for their child at one of their three preferred schools with 91.1% offered their first preference school. This positive result was achieved against a growth in pupil numbers with 9,029 applications handled by the Admissions Team compared with 8,852 in 2018.

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(Links marked with an \* are to documents in pdf format)



## A PROSPEROUS PLACE

### Leader & Cabinet Member for Economy – Louise Goldsmith

- Following the Leaders [decision\\*](#) in March 2019, the funding agreement with the Local Enterprise Partnership (LEP) on the Burgess Hill Place and Connectivity Programme has been completed. The [project](#) secures £10.9m of Local Growth Funding from the LEP and will deliver a transport system that will improve connectivity, congestion, journey quality and reliability and enable the delivery of growth in the town.
- Five County Council fleet vehicles have been wrapped with [Experience West Sussex](#) branding. This follows the success of the County Council electric vehicles being branded with Your Energy Sussex messages. The branding will encourage people to visit the Experience West Sussex website and enjoy days out and new experiences within the county.

### Cabinet Member for Highways and Infrastructure – Roger Elkins

- On 3 May Transport for the South East launched a [consultation](#) on a draft proposal for statutory status that will close on 31 July. As set out in the Forward Plan, the Cabinet Member will be asked to approve the County Council's response to the consultation in July.
- The County Council built an additional 3.6 miles (5.8km) of cycle path in 2018/19 which exceeded the annual 3.5 mile (5.6km) target. This does not include the Pagham Harbour to Medmerry cycle link (1.9 miles/3km) which was completed in April and is [open](#) in plenty of time for National Bike Week (which starts on 8 June).



## A STRONG, SAFE AND SUSTAINABLE PLACE

### Cabinet Member for Safer, Stronger Communities – Debbie Kennard

- The County Council's Library Service will launch its [Summer Reading Challenge](#) on 13 July, themed to celebrate the 50th anniversary of the first moon landing. This is the 20th year of the Summer Reading Challenge and thousands of families are expected to visit libraries to take part.
- The County Council's Community Safety and Wellbeing Team is targetting drug litter in a campaign to raise awareness and ask residents to [report dangerous drug litter](#). This will be featured in the June edition of [West Sussex Connections](#).
- In celebration of the birth of the Duke and Duchess of Sussex's first child the County Council has issued the royal baby with a Gruffalo 'My first library card'. Every child in West Sussex is entitled to a library card from the [West Sussex Library Service](#) and these are offered by the Registrar at

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(Links marked with an \* are to documents in pdf format)

[birth registration appointments](#). Over 7,000 new babies joined the library in this way last year.

### **Cabinet Member for Environment – Deborah Urquhart**

- The [Plastics Action Plan](#) has been published. The aim is to eliminate single use plastics across the County Council's corporate estate and to raise awareness of the issue of single use plastic waste and its impact on the environment.
- The County Council's Energy Team is installing the final solar photovoltaic systems under its [Solar Power for Schools Programme](#). The renewable electricity generated across more than 80 schools will reduce the combined energy bill by £158,000 in the first year. The combined generation capacity from the individual systems is equivalent to Tangmere solar farm.

### **Cabinet Member for Adults and Health – Amanda Jupp**

- As part of [Carers Week, 10 June to 16 June](#) the County Council will be connecting Carers to information available in their communities to help support their own wellbeing. Carers Week is an annual campaign to raise awareness of caring, highlight the challenges that unpaid carers face and recognise the contribution they make to families and communities throughout the UK.
- A range of evidence-based alcohol early intervention services have been implemented countywide to meet the needs of adults who are drinking at levels that may be putting them at risk of harm. This includes a new community pharmacy identification and brief advice service, an online [Alcohol Test](#) people can take, along with Skype-based expert support and guidance with a specialist [DrinkCoach](#) for those requiring it.
- The [NHS Health Check Programme](#) has exceeded its local target for 2018/2019 by delivering over 14,800 health checks to West Sussex residents. The Public Health team has worked with providers offering them support and advice, engaged with Local Community Networks to raise the programme's profile in general practice, and has increased marketing through West Sussex Connections. NHS Health Checks can be accessed in over [100 locations countywide](#).



## **A COUNCIL THAT WORKS FOR THE COMMUNITY**

### **Cabinet Member for Corporate Relations – Bob Lanzer**

- The County Council's transformation programme Whole Council Design has several strands of IT activity that will help West Sussex residents in their interaction with the council. The 'digital' theme across the programme includes an emphasis on digital solutions such as those that enable online payments and booking, online forms and automated workflows.

(Links marked with an \* are to documents in pdf format)

- Improving internal digital capabilities is another important element of the Whole Council Design programme. As part of this, work is currently underway to upgrade the IT used by both members and staff to enable smarter and more efficient working and to help streamline our democratic processes. Members will start their conversion to the new IT equipment in early June.

**Cabinet Member for Finance and Resources - Jeremy Hunt**

- The Cabinet Member has received a positive report on the April payment of pension benefit. This followed the [transfer of the pension administration function\\*](#) to Hampshire County Council comprising the membership records for over 70,000 members across the Local Government and Fire Pension Schemes. All key performance indicators have been met since the transfer.

**Contact:** Helen Kenny, 033 022 22532

**Background Papers**

None



## Governance Committee: Select Committee Business Planning Group membership/Webcasting criteria

### Select Committee Business Planning Group membership

- 1 The Constitution makes provision for each Select Committee to have a Business Planning Group (BPG), an informal group of five members of the Committee which oversees the planning of its business. BPGs also have a responsibility for deciding whether call-in requests should be accepted for that Committee and whether Task and Finish Groups should be established.
- 2 The membership of the BPG is currently set out in the Constitution, Part 3 Appendix 8 as follows:

'Each Select Committee shall have a Business Planning Group comprising the Chairman of that Committee and four other members, two of whom shall be minority group members. The Chairman of the Select Committee shall be the chairman of the Business Planning Group.'

- 3 It is a long-standing arrangement that the Committee's Vice-Chairman has been one of the appointees to the BPG. This is helpful as the Committee's Vice-Chairman will generally deputise for a Chairman in their absence and will naturally work closely with the Chairman in carrying out work programme planning and finalising arrangements for Committee meetings.
- 4 As the Committee Vice-Chairman is generally always appointed to the BPG, it is proposed to formalise the arrangement through the following amendment to the Constitution (Part 3, Appendix 8):

'Each Select Committee shall have a Business Planning Group comprising the Chairman **and Vice-Chairman** of that Committee and ~~four~~ **three** other members. **Two of the five members** ~~whom~~ shall be minority group members. The Chairman of the Select Committee shall be the chairman of the Business Planning Group **and the Vice-Chairman of the Select Committee shall be the vice-chairman of the Group.**'

### Recommended

- (1) That the Constitution should require the Vice-Chairman of a Select Committee to be a member of its Business Planning Group and to be Vice-Chairman of this Group, as set out at paragraph 4;

### Webcasting criteria

- 5 The County Council has been webcasting meetings since February 2008. Webcasting is seen as an important part of open and transparent government and as a way of increasing accessibility to the authority's decision-making functions and democratic debate. The Council webcasts all of its meetings of the County Council (six a year) and other committee meetings where it is judged there is likely significant public interest. This may include Planning

Committee or any of the Select Committees. It is a convention that the committee chairman and vice-chairman will take the decision whether a meeting should be webcast. For select committees, this is sometimes done by the Business Planning Group

- 6 The current contract for webcasting allows up to 60 hours a year of committee time. This level has never been reached to date. For some years, webcasting was only possible in the formal environment of the Council chamber, but a mobile kit now enables meetings to be webcast in any committee room and from other venues external to County Hall. Webcasts are usually streamed live and are archived for view for up to six months after the meeting. This enables members of the public to watch meetings at a time to suit them and most viewing statistics show that meetings webcast often reach the hundreds in a whole six-month period. There is a target in the West Sussex Plan to increase the number of meetings webcast in the interests of transparency.
- 7 At its last meeting the Governance Committee considered the decision-making and criteria for webcasting and proposals to increase webcasting so as to improve access to the democratic process. The Committee is recommending that there should be a presumption in favour of webcasting all meetings of Planning Committee and of the Select Committees plus the Cabinet when it meets in public.
- 8 It is proposed that any decision to waive that presumption should rest with the chairman and vice-chairman of a committee and, for select committees, if a difference of opinion should arise between those two members, that the decision should be referred to the members of the Business Planning Group who should be consulted by email.
- 9 Finally a set of criteria are proposed to inform a decision to webcast either all or part of a meeting or to waive the presumption to as set out below:
  - The subject is/is not of significant interest to residents
  - The subject has/does not have a significant impact on the Council's budget or on an area of service delivery
  - The subject is/is not a call-in at a Select Committee
  - The subject relates/does not relate to a matter of current national or local interest
  - The location of the meeting will/will not inhibit public attendance
  - There are/are no specific reasons for webcasting in order to ensure the widest possible audience or accessibility by the public.
- 10 Amendments to Standing Orders governing webcasting to put these proposals into effect **are set out at Appendix 1.**

### Recommended

- (2) That there should be a presumption in favour of webcasting all meetings of Planning Committee, Select Committees and formal meetings of the Cabinet;

- (3) That the decision to waive the presumption of webcasting should rest with the chairman and vice-chairman and that, for select committees, if a difference of opinion should arise between those two members, the decision should be referred to the members of the Business Planning Group; and
- (4) That the criteria to be used to inform the decision as to whether to webcast all or part of a meeting, be as set out in paragraph 9 of the report and be included in Standing Orders as set out at Appendix 1.

**Janet Duncton**

Chairman of the Governance Committee

**Contact:** Clare Jones 033 022 22526

**Background Papers** None

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## Extract from Standing Orders

(additions shown in bold, italic text)

### Webcasting

4.06 Meetings of the County Council and some committees are webcast and the following provisions will apply. ***There is a presumption that all meetings of the Cabinet, Select Committees and Planning Committee will be webcast. Other committees can be webcast at the request of their Chairman and Vice-Chairmen.***

***4.06a A decision to webcast all or part of a meeting or waive the presumption can be made by the Chairman and Vice-Chairman of the Committee. The following factors should be taken into consideration:***

- ***The subject is/is not of significant interest to residents***
- ***The subject has/does not have a significant impact on the Council's budget or on an area of service delivery***
- ***The subject is/is not a call-in at a Select Committee***
- ***The subject relates/does not relate to a matter of current national or local interest***
- ***The location of the meeting will/will not inhibit public attendance***
- ***There are/are no specific reasons for webcasting in order to ensure the widest possible audience or accessibility by the public.***

***4.06b If the Chairman and Vice-Chairman of a Select Committee disagree on whether to waive the presumption that the meeting should be webcast, the Select Committee's Business Planning Group will be consulted virtually and a majority decision will be taken within one working day.***

4.07 The Chairman of the meeting has the discretion to request the termination or suspension of the webcast if, in the opinion of the Chairman, continuing to webcast would prejudice the proceedings of the meeting. The circumstances in which termination or suspension might occur would include:

- (a) Public disturbance or suspension of the meeting;
- (b) Exclusion of public and press being moved and supported; and
- (c) Any other reason moved and seconded and supported by the Council/meeting.

4.08 No exempt or confidential agenda items shall be webcast. No part of any meeting held in 'Part II' (i.e. with the public and press excluded) will be webcast after members have passed a resolution excluding the public and the press because there is likely to be disclosure of exempt or confidential information. The clerk of the meeting will ensure that filming and/or recording of the meeting has ceased and will confirm this to the Chairman of the meeting before any discussion of exempt or confidential matters is commenced.

- 4.09 All archived webcasts will be available to view on the County Council's website for a period of six months, but archived webcasts or parts of webcasts can be removed from the Council's website if the Director of Law and Assurance considers that it is necessary because all or part of the content of the webcast is or is likely to be in breach of any legal provision such as Data Protection and Human Rights legislation or provisions relating to confidential or exempt information. If the Director decides to take such action he or she must notify all members in writing as soon as possible of his or her decision and the reasons for it.