

## To all Members of the County Council

An ordinary meeting of the County Council will be held at **10.30 am** on **Friday, 19 July 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 9 - 38)

The Council is asked to confirm the minutes of the ordinary meeting of the County Council held on 7 June 2019.

4. **Review of Proportionality** (Pages 39 - 40)

Following recent changes to group affiliation, the County Council has a statutory duty 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 the proportionality following the changes. Appendix 1 - a table showing the resulting number of seats on committees - will follow.

10.45 am 5. **Appointments**

To consider proposed changes by the Groups to appointments. Proposals will be circulated and changes will take effect from the end of the meeting.

6. **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.

## 7. **Notices of Motion**

### (a) **Motion on Small Schools Federations**

To consider the following motion, submitted by Dr O'Kelly, notice of which was given on 1 July 2019.

'The current financial climate for small schools continues to be challenging. The government strategy for small schools is to aim to keep them open and includes exploring federation before considering closure. This Council itself recognises the need for small schools to consider federation in its School Effectiveness Strategy 2018-22. Closure of a small school can be devastating for children, families and the rural communities they are in and the School Effectiveness Strategy recognises this as only a final option.

The process of federation relies on school governors, who are volunteers, often with full time jobs and other commitments, and who do not always have the time and skill sets needed, to explore and develop the federation options fully themselves. Although the School Effectiveness Strategy outlines that the Council will support and challenge governing bodies who have considered the options, there is no formal process for assisting governing bodies in assessing the options open to them and developing possible federation agreements in the first place.

This Council believes that:

- (a) Small schools are at the heart of our smaller communities.
- (b) The federation process is not always straightforward and without significant input from this Council from the earliest stages of the process, governing bodies cannot easily explore federation on their own.
- (c) A more proactive approach to federation is more likely to keep our small schools open and viable and at the heart of our rural communities.
- (d) Consulting on the possible closure of a school should only be considered where all other options have been exhausted.

This Council resolves to ask the Cabinet Member for Education and Skills to:

- (1) Share knowledge about federation and how it can be achieved with all small schools including sharing best practice guidance from other local authorities;

- (2) Provide officer support to governing bodies to consider federation including providing support to find possible partners and facilitate discussions;
- (3) Provide practical tools and officer support during the partnership phase in helping to make all the transitional arrangements; and
- (4) Not consult with the public as to the future of any school in West Sussex without having gone through such a process with schools.'

(b) **Motion on governance system**

To consider the following motion, submitted by Dr Walsh, notice of which was given on 1 July 2019.

'The County Council has been found 'inadequate' by HM Inspectorate, in respect of the Fire and Rescue Service, as well as in its provision of Children's Services by Ofsted, where the Government has appointed a Commissioner to run the service. The Member of Parliament for Mid Sussex has written to the Secretary of State for Housing, Communities and Local Government expressing his "grave concerns about the governance of this authority", and asking him "to investigate why things have gone so wrong".

It is abundantly clear to all that there is a systemic failure of political leadership of West Sussex County Council encompassing all our major services, and further evidenced by the high turnover rate of most senior officers at Director level including Chief Executive over the last few years, and the churn of Cabinet Members.

The Council therefore resolves to scrap the current Cabinet system of governance, where most major decisions are taken either by individual Cabinet Members, or occasionally by the whole Cabinet, and to replace it with a Committee-based system, where all councillors play a part in decision making, and for this to be in place by May 2020.'

(c) **Motion on Fire and Rescue Service Inspection Rating**

To consider the following motion, submitted by Mr Jones, notice of which was given on 2 July 2019.

'This Council notes with dismay the findings of the recently published Her Majesty's Inspectorate of Constabulary and Fire and Rescue Services (HMICFRS) Inspection report on the West Sussex Fire and Rescue Service (WSFRS) with a rating of 'needs improvement' for Efficiency, a rating of 'needs improvement' for Effectiveness and a rating of 'inadequate' for People. It is also the only service

in the country not to get a 'good' rating in any category.

This Council recognises that staff in WSFRS do an excellent job in protecting people in West Sussex but that they have been let down by a failure of political leadership at the County Council, which has allowed cost-cutting and budget pressures to take priority over the maintenance of what HMICFS considers acceptable standards.

This has been exacerbated by decisions from the Cabinet that have seen fire stations closed, and second and third fire engines being removed from some remaining stations. Reports from the former Chief Fire Officer confirm they were major reasons for increased response times. Despite the Council's extended response standard for most of the county of 14 minutes, the service has been unable to meet it, as the inspectorate notes, since 2014.

This Council also recognises that this is the second inspection in recent months that has seen a vital service, important to the welfare and safety of all West Sussex residents, being judged as insufficient to meet the required standard and it has become unsustainable for this council to have confidence in a Leader and Cabinet who have presided over such an outcome. This Council therefore expresses that it has no confidence in the Leader and Cabinet.

This Council therefore calls on the Leader and the Cabinet Member for Safer, Stronger Communities (or their successors, if and when they are appointed) to:

- (1) Completely withdraw the cuts to WSFRS proposed for 2019/20 that were put on hold for one year, and prioritise the recruitment of additional firefighters to replace those cut since 2010.
- (2) Stop prevaricating on the clearly unfair funding that WSFRS is receiving compared to other surrounding fire authorities and to finally press the Government for urgent additional funding to properly resource the very stretched service, something which the Leader and the Cabinet Member have failed to do, despite being mandated over six months ago by a full meeting of this council dated 14 December 2018.
- (3) Urgently progress the updating of outdated software and communication equipment in the Fire and Rescue Service to ensure that there is a clearer picture of operational staffing levels and gaps.
- (4) Ensure as soon as possible that the Fire and

Rescue Service launches an anti-bullying campaign to stamp out any instances of bullying and harassment, which will finally carry out advice that was given to WSFRS following the results of a staff stress survey as long ago as 2017.

- (5) Take steps to increase the diversity of the workforce, particularly in respect of more female firefighters and more from the BAME communities, and to work with councillors and other bodies across the county to reach out to local people from these minority groups to encourage them to consider becoming both wholetime and on-call firefighters.
  - (6) Do more to tackle shortages of on-call firefighters and the need to finally accept some of the deep rooted problems with recruitment and retention of on-call firefighters will need more than marginal changes, but a whole new approach that recognises that:
    - (a) more wholetime firefighters are needed to guarantee availability in certain areas of the county; and
    - (b) recruiting and retaining On Call Firefighters crews can be easier in larger settlements within West Sussex, and the first step should be restoring the third fire engine and on-call firefighter crew at Crawley Fire Station.
  - (7) Launch a review, led by an independent person external to this Council, to determine whether alternative governance arrangements for WSFRS may be necessary, given the findings of the inspection report. The review would investigate whether it is still in the best interests of the service for current governance to continue if the County Council, squeezed by continuing Conservative national government cuts, concludes that it cannot afford to meet its duty to resource the service to the level required to protect the residents of West Sussex with acceptable levels of service and performance. The terms of reference for this review to be drawn up with all relevant parties in WSFRS, and to include their employees' trade union representatives.'
- (d) **Motion on Prospective sale of County Council-owned land at Withy Patch**

To consider the following motion, submitted by Mr Jones, notice of which was given on 2 July 2019.

'This Council notes that West Sussex County Council owns the freehold land known as Withy Patch which currently forms part of an area that has planning permission from Adur District Council for an extensive new development, commonly known as New Monks Farm.

This Council recognises that the proposals for a major development and retail park has been a source of considerable controversy in recent years. This Council believes that the continued uncertainty, anger and stress this has caused local residents, is unacceptable and calls on the Cabinet Member for Finance and Resources to either take action now to reassure the community that the Council will not proceed with selling or transferring this land to developers or to confirm he will not accept any arrangement which attempts to get the Council to agree to waive, or write off, any of the section 106 developers' contributions from the New Monks Farm developers that will be required to provide sufficient education provision to meet the needs of the resulting community. The needs of West Sussex children and their education must come first.

This Council believes that there is already an increasing shortage of places both in primary and in secondary education in the Adur and Worthing areas with children currently being sent to maintained schools much further from their homes, because the local schools have not got the places for the existing population. The additional population from the New Monks Farm development will inevitably create further pressures and reduce local parents' ability to find school placements close to them without these contributions. Moreover, the additional financial burden of creating places will almost certainly have to be met by this Council, which already faces unprecedented financial pressures without having to absorb the costs of building additional buildings and increasing capacity elsewhere.

This Council also believes that facilitating this development through the sale of the land will result in outcomes entirely at odds with the values recently expressed in the cross-party motion on climate change and the 'climate action pledge'. Not only may the new development increase the local flooding risk, but the increased traffic and congestion on this part of the A27 relating to the increased population and high profile retail offer will exacerbate further the already serious problems relating to pollution and air quality in the current Air Quality Management Areas within the District.

In the event that the Cabinet Member decides to sell

or transfer the land it is understood the gypsy and travellers' site at Withy Patch would be required to move to the edge of the development and the residents effectively living directly on the edge of a building site, with all the dust, noise and disruption that such construction would entail. Given what this would mean for that community, this Council also calls on the Cabinet Member for Safer, Stronger Communities to undertake a meaningful consultation with those residents as the person accountable for their welfare on the Council's land and to object to the sale of the land should the residents ask for that.

Therefore for the reasons stated above, this Council urges the Cabinet Member for Finance and Resources to refuse any sale or transfer of the land at Withy Patch.'

8. **West Sussex County Council Annual Report 2018/19**  
(Pages 41 - 86)

The County Council is asked to consider the Council Annual Report 2018/19, in the light of a report by the Leader.

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

9. **Performance and Finance Select Committee: Annual Scrutiny Performance 2018/19** (Pages 87 - 108)

The Council is asked to approve the Annual Scrutiny Newsletter 2018/19 which summarises the work of the Select Committees and reports the performance measures for the end of the year, in the light of a report by the Performance and Finance Select Committee.

10. **Question Time** (Pages 109 - 112)

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 7 June 2019. A supplementary report may be published.

*(2 hours is allocated for Question Time)*

11. **Governance Committee: Review of Scrutiny and Delegation to Standards Committee** (Pages 113 - 114)

To note arrangements for a review of scrutiny and consider a delegation to the Standards Committee in relation to recommendations from the Local Government and Social Care Ombudsman, in the light of a report from 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  
10 July 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 – Ordinary Meeting

**7 June 2019**

At the Ordinary Meeting of the County Council held at 10.30 am on Friday, 7 June 2019, at the County Hall, Chichester, the members present being:

Mrs Duncton (Chairman)

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

### **16 Apologies for Absence**

- 16.1 Apologies were received from Mr Acraman, Lt Col Barton, Mr Boram, Ms Flynn, Mr Petts and Mr Waight. Apologies for the morning session were received from Mr Oxlade who arrived at 12.10 p.m. and for the afternoon session from Mrs Brunsdon, Mr Cloake, Mr Lea, Mr Simmons and Mr Whittington. Mr Edwards and Mr Markwell were absent and Mr Baldwin was absent for the afternoon session. Mr Oppler arrived at 10.40 a.m. and was absent for the afternoon session.

**17 Members' Interests**

17.1 Members declared interests as set out at Appendix 1.

**18 Minutes**

18.1 It was agreed that the minutes of the Annual Meeting of the County Council held on 5 April 2019 (pages 5 to 40) be approved as a correct record.

**19 Result of By-election**

19.1 The Council received the County Returning Officer's return of the by-election held on 2 May 2019 for the county councillor for the Northgate & West Green Electoral Division.

**20 Review of Proportionality**

20.1 The County Council was reminded of its statutory duty to review the proportionality on its committees following the by-election. A paper on the application of the proportionality rules and how they were applied was set out at pages 43 and 44.

20.2 Resolved –

That the proportionality be agreed.

**21 Appointments**

21.1 The Council approved appointments as set out below.

<b>Committee</b>	<b>Changes</b>
Children and Young People's Services Select Committee	Mr High as Chairman Mrs Russell as Vice-Chairman Ms Sudan to fill vacancy Mr Jones as substitute in place of Mr Oxlade
Health and Adult Social Care Select Committee	Ms Sudan as substitute in place of Mr Jones
Performance and Finance Select Committee	Mr High in place of Mr Cloake Mr Jones to fill vacancy Mr Oxlade as substitute in place of Mr Jones
Governance Committee	Mr Jones to fill vacancy

Committee	Changes
Planning Committee	Mr Wickremaratchi to fill substitute vacancy
Member Development Group and Member Development Working Group	Ms Sudan to fill vacancies

## 22 West Sussex Independent Remuneration Panel

22.1 The Council was invited to consider extending the appointments of two members of the Independent Remuneration Panel. Members were informed that Dr Neil Beer (Chairman of the Panel) and Mr John Donaldson had been first appointed to the Panel in October 2015 for a four-year term. The Council was invited to appoint them for a second term, to run from October 2019 to October 2023.

22.2 Resolved –

That the extensions to the appointments be approved.

## 23 Address by a Cabinet Member

23.1 Members received an address by the Cabinet Member for Children and Young People 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 by the Cabinet Member had been circulated.

23.2 It was agreed that the Cabinet Member would bring a report on the Children's Services improvement plan to every Council meeting under the item whilst the improvement work remained in train, in addition to any other cabinet member address which might arise due to urgency.

## 24 Motion on Ofsted inspection of Children's Services

24.1 The following motion was moved by Mr Jones and seconded by Ms Sudan.

'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.'

24.2 An amendment was moved by Mr Simmons and seconded by Mr Crow as set out below:

'In light of the recent Ofsted inspection of Children's Social Care Services which rated all elements **the overall effectiveness** of the service inadequate and the acknowledgement of the Executive that **the Council needs to address** 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 **and the Chairman of the Corporate Parenting Panel** to arrange a **member event** Member Day at the earliest opportunity so all members can understand how the political and corporate leadership enabled services **were able** to decline so severely since the last inspection, **how they can support, enable and ensure the changes required** 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 **all members are** 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, **recognising the swift action already taken**, that any funding deemed necessary to ~~turn around~~ **support** these services **and the valued staff who provide them** is made available, and that no savings targets are allocated to **proposals divert this ambition for Children's Social Care**; and
- (d) Calls for **members who carry out** oversight, scrutiny and challenge to **ensure they are** ~~be more~~ robust and independent minded, **and invites the Governance Committee to consider whether any changes should be made to the Council's scrutiny arrangements** ~~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.'~~

24.3 The amendment was put to a recorded vote under Standing Order 35.5.

- (a) For the amendment – 39

Lt Cdr Atkins, Mr Barnard, Mr Barrett-Miles, Mrs Bennett, Mr Bradford, Mrs Bridges, Mr Burrett, Mr Catchpole, Mr Cloake, Mr Crow, Mr Elkins, Ms Goldsmith, Mrs Hall, Mr High, Mr Hillier, Mr Hunt, Mrs Jones, Mrs Jupp, Mr Jupp, Ms Kennard, Mrs Kitchen, Mr Lanzer, Mr Marshall, Mr McDonald, Mr Mitchell, Mr Montyn, Mr R J Oakley, Mr S J Oakley, Mr Parikh, Mr Patel, Mrs Pendleton, Mrs Purnell, Mrs Russell, Mr Simmons, Mrs Sparkes, Mr Turner, Mrs Urquhart, Mr Whittington and Mr Wickremaratchi.

- (b) Against the amendment - 17

Mrs Brunsdon, Mr Buckland, Dr Dennis, Mrs Dennis, Mr Jones, Mr Lea, Ms Lord, Mrs Millson, Dr O'Kelly, Mr Oppler, Mr Oxlade, Mr Purchase, Mr Quinn, Mrs Smith, Mr Smytherman, Ms Sudan and Dr Walsh.

- (c) Abstentions – 5

Mrs Arculus, Mr Baldwin, Mr Barling, Mr Bradbury and Mr Fitzjohn.

24.4 The amendment was carried.

24.5 An amendment was moved by Dr Walsh and seconded by Ms Lord as set out below:

'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, **calling into question the confidence this Council can have in its Leader and whether she should retain that position**, 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 **and in particular by ensuring senior staff stability**;
- (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 **if necessary by drawing on contingencies this year, with appropriate budget provision next year and following**, 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.'

24.6 The amendment was put to a recorded vote under Standing Order 3.35.

- (a) For the amendment – 18

Mr Baldwin, Mrs Brunsdon, Mr Buckland, Dr Dennis, Mrs Dennis, Mr Jones, Mr Lea, Ms Lord, Mrs Millson, Dr O'Kelly, Mr Oppler, Mr Oxlade, Mr Purchase, Mr Quinn, Mrs Smith, Mr Smytherman, Ms Sudan and Dr Walsh.

- (b) Against the amendment - 38

Lt Cdr Atkins, Mr Barling, Mr Barnard, Mr Barrett-Miles, Mrs Bennett, Mr Bradford, Mr Burrett, Mr Catchpole, Mr Cloake,

Mr Crow, Mr Elkins, Ms Goldsmith, Mrs Hall, Mr High, Mr Hillier, Mr Hunt, Mrs Jupp, Mr Jupp, Ms Kennard, Mrs Kitchen, Mr Lanzer, Mr Marshall, Mr McDonald, Mr Mitchell, Mr Montyn, Mr R J Oakley, Mr S J Oakley, Mr Parikh, Mr Patel, Mrs Pendleton, Mrs Purnell, Mrs Russell, Mr Simmons, Mrs Sparkes, Mr Turner, Mrs Urquhart, Mr Whittington and Mr Wickremaratchi.

(c) Abstentions – 5

Mrs Arculus, Mr Bradbury, Mrs Bridges, Mr Fitzjohn and Mrs Jones.

24.7 The amendment was lost.

24.8 The motion, as amended, was put to a recorded vote under Standing Order 35.5.

(a) For the motion, as amended – 44

Lt Cdr Atkins, Mr Barling, Mr Barnard, Mr Barrett-Miles, Mrs Bennett, Mr Bradford, Mrs Bridges, Mr Burrett, Mr Catchpole, Mr Cloake, Mr Crow, Mr Elkins, Ms Goldsmith, Mrs Hall, Mr High, Mr Hillier, Mr Hunt, Mr Jones, Mrs Jones, Mrs Jupp, Mr Jupp, Mrs Kitchen, Mr Lanzer, Mr Marshall, Mr McDonald, Mr Mitchell, Mr Montyn, Mr R J Oakley, Mr S J Oakley, Mr Oxlade, Mr Parikh, Mr Patel, Mrs Pendleton, Mrs Purnell, Mr Quinn, Mrs Russell, Mr Simmons, Mrs Smith, Mrs Sparkes, Ms Sudan, Mr Turner, Mrs Urquhart, Mr Whittington and Mr Wickremaratchi.

(b) Against the motion, as amended - 9

Mr Buckland, Dr Dennis, Ms Lord, Mrs Millson, Dr O'Kelly, Mr Oppler, Mr Purchase, Mr Smytherman and Dr Walsh.

(c) Abstentions – 7

Mrs Arculus, Mr Baldwin, Mr Bradbury, Mrs Brunsdon, Mrs Dennis, Mr Fitzjohn and Mr Lea.

24.9 The motion, as amended and set out below, was carried.

'In light of the recent Ofsted inspection of Children's Social Care Services which rated the overall effectiveness of the service inadequate and the acknowledgement of the Executive that the Council needs to address substantial service decline, this Council:

(a) Calls on the Leader and Cabinet Member for Children and Young People and the Chairman of the Corporate Parenting Panel to arrange a member event at the earliest opportunity so all members can understand how services were able to decline, how they can support, enable and ensure the changes required 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 all members are 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, recognising the swift action already taken, that any funding deemed necessary to support these services and the valued staff who provide them is made available, and that no savings proposals divert this ambition for Children's Social Care; and
- (d) Calls for members who carry out oversight, scrutiny and challenge to ensure they are robust and independent minded, and invites the Governance Committee to consider whether any changes should be made to the Council's scrutiny arrangements.'

## **25 Motion on Night-time Economy**

25.1 The following motion was moved by Mr Jones and seconded by Mr Purchase:

'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.'

25.2 The motion was lost.

## **26 Question Time**

26.1 Members asked questions of members of the Cabinet on matters relevant to their portfolios and asked questions of chairmen, as set out at Appendix 3. This included questions on those matters contained within the Cabinet report (pages 45 to 48) and a supplementary report (supplement page 1) and written questions and answers pursuant to Standing Order 2.38 (set out at Appendix 2).

## **27 Governance Committee: Select Committee Business Planning Group Membership/Webcasting Criteria**

27.1 The Council considered 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 from the Governance Committee (pages 49 to 54).

27.2 Resolved –

- (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 and that the Scheme of Delegation be amended accordingly, as set out at paragraph 4 to the report;
- (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 to the report.

Chairman

The Council rose at 4.12 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 7 – Cabinet Member Address on Children’s Services	Mr Bradbury	Trustee of Sussex Learning Trust
	Mr Cloake	Foster carer. Wife is a foster carer and is employed as a County Council social worker.
Item 8(a) – Notice of Motion on Children’s Services	Mr Bradbury	Trustee of Sussex Learning Trust
	Mr Cloake	Foster carer. Wife is a foster carer and is employed as a County Council social worker.
	Mr Jones	Member of Crawley Borough Council
	Mr Oppler	Foster carer
Item 8(b) – Notice of Motion on Night-time Economy	Mr Barrett-Miles	Member of Burgess Hill Town Council and Burgess Hill Growth Plan Members Steering Group
	Mr Jones	Chairman of Crawley Borough Council’s Licencing Committee
	Mr Hillier	Mid Sussex District Council Cabinet Member for Economic Growth
	Mr Smytherman	Member of Worthing Borough Council and Chair of Adur & Worthing Night-time Economy Review
Item 9 – QT relating to Burgess Hill Place and Connectivity Programme	Mr Barrett-Miles	Member of Burgess Hill Town Council and Burgess Hill Growth Plan Members Steering Group
Item 9 – QT relating to use of bus lanes by taxis	Mr Jones	Chairman of Crawley Borough Council’s Licencing Committee

<b>Item</b>	<b>Member</b>	<b>Nature of Interest</b>
Item 9 – QT relating to climate change	Dr Walsh	Leader of Arun District Council
Item 9 – QT relating to pensions administration	Mr Burrett	Deferred member of the Local Government Pension Scheme
	Mr Lanzer	Deferred member of the Local Government Pension Scheme
Item 9 – QT All items	Mr Bradbury	Trustee of Sussex Learning Trust

**7 June 2019**

**1. Written question from Dr Walsh for reply by the Cabinet Member for Adults and Health**

**Question**

I am concerned at several overlapping and related issues in Adults' Social Services, and would like to put the following questions:

- (a) How many individuals providing management consultancy have been engaged for Adults' Social Services workstream, including strategic and business plans, consultation documents, etc., in each of the last five years, and at what annual costs?
- (b) How many (i) young graduates from Price Waterhouse Cooper (PwC) and (ii) other PwC staff have been engaged for Adult Social Services workstreams in each of the last five years, and at what annual costs?
- (c) I am reliably informed that there are circa 2000 Deprivation of Liberty Safeguards (DoLS) assessments for potentially unlawfully detained individuals, and that the department is currently only dealing with those that may be imminently challenged. Is this figure correct? Has any estimate of the cost of clearing the backlog been made, and if so the quantum please, and over what timescale?

**Answer**

- (a) It is not possible to provide the exact number of individuals providing management consultancy for Adults' Social Services in each of the last five years. The information we do have is as follows:

From April 2018 to April 2019, PwC have provided support to the Adults' Service with the following packages:

- (i) Four people provided programme and project management support to the 100 days programme over four months from July 2018 to October 2018.
- (ii) Four people provided programme and project management to support the adults' social care improvement programme over six months from October 2018 to April 2019.
- (iii) Two people provided productivity improvement work for three weeks in February 2019.

In addition to this, as part of the Strategic Partnership Framework, there has been strategic oversight of the work provided by four people at various stages since February at a senior level.

The amount of consultancy expenditure charged to the Adults' Social Care, Corporate and Adults' Transformational budget in the last five years is as

follows:

<b>2018/19</b>	<b>2017/18</b>	<b>2016/17</b>	<b>2015/16</b>	<b>2014/15</b>	<b>Total</b>
£'000	£'000	£'000	£'000	£'000	£'000
2,412	395	352	95	139	3,393

These figures include all consultancy expenditure which has been charged to the Adults' Services budget, some of which has had a purpose wider than strategic and business planning and consultation documents. The figures include expenditure for managers and other staff. It would take detailed work to break this down.

The increases in spending in 2018/19 related to the Adults' Transformation Programme; £2.2m of this was a one-off cost which was financed using the one-off Adults' Social Care Grant 2017/18.

- (b) There was one Higher Apprentice from PwC who shadowed and supported the work up until September 2018. No other additional staff have been employed from PwC during the last five years that is not outlined above.
- (c) I am reliably informed that there are circa 2,000 Deprivation of Liberty Safeguards (DoLS) assessments for potentially unlawfully detained individuals, and that the department is currently only dealing with those that may be imminently challenged.

A DoLS assessment is required for an individual who is deprived of their liberty through admission to residential care or hospital and who lacks the capacity to consent to this admission. This assessment must be undertaken by a trained best interest assessor (BIA). Case law in 2014 widened the scope of DoLS leading to a significant increase in numbers of individuals needing assessment.

In 2018/19 the Council received approximately 4,400 requests for assessments under the DoLS framework. The current capacity and budget available for DoLS assessments enables completion of approximately 2,400 assessments per year. Additional resource has been invested in DoLS assessments and a managed service engaged to support with this work. The numbers of DoLS requests will increase in line with demographic changes.

There is a plan in place to manage the increasing requests for DoLS assessments by training more staff to become BIA assessors and introducing a protocol for undertaking BIA assessments. The cost of providing enough capacity to undertake all outstanding assessments is estimated to be in excess of £2m per year in addition to the existing £1.3m DoLS budget.

As at the 31 May 2019, the County Council had a waiting list of 2,107 requests for assessments. All requested are thoroughly prioritised and we have a dedicated worker who re-triages those individuals on the waiting list.

Individuals are prioritised according to 5 bandings. Priority 1 and 2 cases are the highest priority for completion of assessment. Priority 5 cases are where the person is completely settled and has been living in the accommodation for at least a year. The number of unallocated cases is as follows:

<b>No. of cases</b>	<b>Bandings</b>	<b>Notes</b>
0	Priority 1	
136	Priority 2	We are actively trying to allocate these
846	Priority 3	Waiting list
585	Priority 4	Waiting list
265	Priority 5	Waiting list
25	Short stay/respice	Waiting list
250	Duty	Waiting list
<b>Total: 2,107</b>		

**2. Written question from Ms Sudan for reply by the Cabinet Member for Children and Young People**

**Question**

The BBC 'Newsnight' programme recently highlighted serious problems that can arise when young people (mostly 16 and 17-year-olds) in local authority care are placed in supported accommodation that is unregistered, unregulated and uninspected. It was recognised that supported living can provide a positive step on the journey to independent adulthood. However, it was revealed that such accommodation can be cheap and poorly-managed with little, or no attention paid to safeguarding.

Many police forces told the Newsnight programme of their concern that young people placed in unregulated supported accommodation are at a high risk of criminal and sexual exploitation. They frequently go missing and are vulnerable to organised crime. The Children's and Families Minister told the programme that he had recently written to all Directors of Children's Services reminding them of their obligation to make sure that children in care are given accommodation in which they will be safe and secure. In light of the serious concerns raised by the Newsnight enquiry and the reminder delivered by the Minister, I would be grateful if the Cabinet Member for Children and Young People could tell me:

- (a) How many 16 and 17-year-olds in the care of West Sussex County Council are currently placed in supported accommodation and what proportion of the total number of 16 and 17-year-olds in care this represents?
- (b) How the County Council ensures the safety and well-being of these vulnerable young people while they live in such accommodation?

Furthermore, the recently published Ofsted inspection report was critical of the level of support available to 16 and 17-year-olds who present as homeless.

It stated that some young people who should have been offered accommodation under section 20 of the Children Act 1989 had not been afforded it.

- (c) I would therefore be grateful if the Cabinet Member could confirm that he is satisfied this has now been rectified and all 16 and 17-year-olds who are in the care of the County Council but who have presented as homeless are currently accommodated within regulated, safe and secure accommodation.

### **Answer**

- (a) As of 31 May 2019, there were 75 young people aged 16 and 17 years living independently or semi-independently. This represents 37% of the total of young people aged 16 and 17 in care. No young people are placed in bed and breakfast accommodation.
- (b) The County Council ensures the safety and wellbeing of this group of young people by working in partnership with providers registered on the County Council's approved supplier list. These providers are subject to regular monitoring visits by the local authority. In addition, Local Provider Forums are held with organisations where the County Council clearly communicates our expectations regarding the standard of support and accommodation.

The County Council is a member of the Children's Cross Regional Arrangements Group which is a partnership of local authorities working together to support the sourcing, contracting and monitoring of children's placements and to improve the outcomes for all children and young people.

Young people are made aware of how to raise any complaints relating to their wellbeing by their Personal Adviser and their concerns are responded to by the Care Leaver and Market Development teams. The Independent Reviewing Service continues to support all of our children looked after until they are 18.

- (c) I accept Ofsted's feedback with regard to our support to 16 and 17-year-olds and the County Council is currently developing an action plan to address all those areas that need to improve including support for children looked after aged 16 and 17 years.

### **3. Written question from Mr Crow for reply by the by the Cabinet Member for Corporate Relations**

#### **Question**

At a meeting earlier this year of the Performance and Finance Select Committee, I observed the then Labour Group Leader reading out a series of questions straight off a sheet that appeared to me to have been produced by a Council officer. In addition to this, I also observe a large number of written questions at each full Council meeting from the Labour Group, that appear to be of a style and of a level of detail that does not feel to me as though they have been formulated by the members whose name the questions are submitted under. As a non-Cabinet member of the County Council myself, I receive no officer assistance in



formulating either verbal or written questions and nor do I observe this at other local authorities within West Sussex.

- (a) Is there dedicated officer support and assistance to the opposition groups and if so, is this available to other non-Cabinet members from the majority group?
- (b) Please set out what any dedicated support and assistance entails, providing the financial cost to the County Council as well as any officer FTE information. Within this answer, please state what support is taken up by each current opposition group and include any:
  - (i) Regular attendance by an officer at political group meetings;
  - (ii) Assistance with the preparation of written questions for full County Council meetings;
  - (iii) Assistance with the preparation of questions to be asked at Select Committee meetings, and
  - (iv) Assistance with the preparation of motions tabled at full Council meetings.

### **Answer**

- (a) Democratic Services is responsible for providing a range of advice and support to elected members in all roles, executive and non-executive, and including that of local member and regardless of political group. The Member Support team specifically provides support to the County Chairman, the County Vice-Chairman and minority group leaders. Other non-cabinet members can also ask the team for support on their work on committees and in preparation for full Council. Advice is sought in relation to matters such as the validity of notices of motion and the appropriateness and focus of questions for any meeting.
- (b) Approximately 0.4 FTE of a post is dedicated to minority group leader support at a cost of £17,000 per annum. The post holder undertakes other work within the Service. Other staff in Democratic Services may also provide occasional support. The purpose of the role is to provide some assistance to minority group leaders in discharging the member role within the range of democratic systems of the Council and in the interests of strong governance and transparency. Support for minority group leaders has been provided since the Independent Remuneration Panel (IRP) chaired by Baroness Cumberlege of Newick recommended that it should be provided, in a report to the Governance Committee in March 2002. The Governance Committee supported the IRP's recommendations and Democratic Services established the support in April 2002. Support is available for a range of activities, which is available to both minority groups (there were four minority groups in the last Council).

The take-up of support varies between groups and is not consistent as it depends upon the nature of the work being sought from time to time. The

range of advice sought includes subject area research and data gathering. In relation to the specific areas referred to:

- (i) The resource is available to attend political group meetings to assist in County Council governance matters if required (available to all group meetings from Democratic Services).
- (ii) The assistance is available to assist in the drafting or focus of written questions – as a service that is available to all members.
- (iii) All members of Select Committee can seek assistance with the preparation for committee meetings and matters such as call-in. There is a separate resource to support the scrutiny function.
- (iv) All members are entitled to seek advice and support in the drafting of notices of motion for full Council.

**4. Written question from Mr Jones for reply by the Cabinet Member for Corporate Relations**

**Question**

I would be grateful if the Cabinet Member could confirm for each of the past five years, how many individual employees have been paid permanent relocation expenses as part of their employment offer in accordance with the County Council's relocation policy; and in respect of each of these occasions, how much those employees were paid to relocate and when that payment was made (month/year).

**Answer**

Over the previous five years significant numbers of staff have been offered a range of financial support incentives, over and above their base salary, to assist the County Council to recruit and retain staff in hard to fill roles. These initiatives currently include:

- A recruitment and retention payment of up to 25% of the equivalent value of one year's salary – with a repayment period within monies are repayable if the employee leaves.
- Access to interest free loans of up to £10,000 – subject to repayment terms.

In May this year the County Council offered a recruitment and retention offer of: 20% of the equivalent value of one year's salary, with a repayment term of 18 months, and an interest free loan provision of up to £10,000 to 436 qualified children's social workers. So far 83% of these eligible staff have opted in.

If an eligible employee in receipt of a recruitment and retention payment submits evidence of expense incurred by him/her that conforms with HMRC guidelines regarding 'permanent relocation', then some tax benefits may be applied.

For the period in question a total of £115,842 was been paid in respect of relocation expenses to five employees who are known to have relocated permanently.

The amounts paid to each of the five employees are shown in the table below. Employees 3 and 5 received a single payment and the other employees received multiple payments between the dates indicated in the tables.

<b>Employee</b>	<b>Total Amount</b>	<b>First Payment</b>	<b>Last Payment</b>
1	£33,022.60	February 2015	January 2016
2	£28,787.28	July 2016	December 2018
3	£2,426.20	March 2019	N/A
4	£26,606.42	July 2018	August 2018
5	£25,000.00	May 2019	N/A

**5. Written question from Dr Walsh for reply by the by the Cabinet Member for Corporate Relations**

**Question**

Could the Cabinet Member advise how much has the County Council paid to settle employment tribunal avoidance and tribunal hearing outcomes in each of the last five years?

**Answer**

The amounts paid in the last five years are set out in the table below. This does not include school staff where any payments are met from school budgets.

<b>Year</b>	<b>2014/15</b>	<b>2015/16</b>	<b>2016/17</b>	<b>2017/18</b>	<b>2018/19</b>
	3 cases	4 cases	3 cases	3 cases	3 cases
Settlement totals for employment tribunal 'avoidance'	£18,303	£160,150	£43,100	£53,157	£59,898
Employment tribunal outcomes	0	1 settled @ £7,800 1 struck out	0	2 withdrawn 1 settled @ £314.73	1 withdrawn 1 settled @ £85,000

**6. Written question from Mr Quinn for reply by the Cabinet Member for Environment**

**Question**

On 2 April this year a major fire involving 500 tonnes of household waste broke out at the Westhampnett Household Waste Recycling Site (HWRS); the fire was

finally extinguished on 9 April. I am sure the Cabinet Member would like to join me in thanking all the firefighters and support staff who were involved.

I would be grateful if the Cabinet Member could tell me:

- (a) What she understands the cause to be and the extent of the damage caused;
- (b) What the cost implications for the County Council are as a result of the fire, both now and looking further ahead;
- (c) When she anticipates both the HWRS and the adjacent waste transfer being fully operational again;
- (d) Whether the County Council is or already has submitted an insurance claim and whether she anticipates higher premiums as a result; and
- (e) Whether any additional safety measures are being considered at other Household Waste Recycling Sites to prevent a similar occurrence in future either in general terms or in respect of the disposal of specific items.

**Answer**

- (a) Westhampnett is a dual-use facility used by Arun and Chichester District Councils to deposit material collected at the kerbside and partly used by members of the public to deposit general household waste via windows at the top of the site. The fire started in the area where the public deposit waste and the cause of the fire was accidental ignition. The fire has made the building unusable in its current state. All the cladding and at least 50% of the steel frame will need to be replaced.
- (b) The County Council will receive a 'tipping away' claim from Chichester District Council as it had to deliver waste to another location. The majority of this claim will be covered under the terms of the contract and the insurance. The County Council will be working with Viridor on other areas such as fire control systems at other sites. This is likely to have a cost implication which cannot be quantified at this time.
- (c) The HWRS was re-opened to deposit green waste on 18 April and for most other materials on 24 May. The site currently allows for the deposit of all waste except asbestos, plasterboard, soil and hardcore which will need to be taken to other sites and information on this has been made available via social media and the website. The Waste Team is working with Viridor, aiming to re-open the transfer station by the end of the year.
- (d) The insurance is held by Viridor who manage the sites on behalf of the Council as part of the terms of the contract. Any higher premiums imposed as a result of the claim will be at Viridor's risk.
- (e) Sites already contain a number of specific disposal options and containers to keep materials segregated as far as possible. This does however rely on users placing materials into the correct containers. Additional safety

measures, such as smoke and heat detection and suppression/CCTV, are being assessed. The terms of the insurance enable the transfer station to be rebuilt to meet current standards that were not in place at the time of the original construction.

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

**Question**

In 2018 the Planning Committee of Adur District Council approved a hybrid planning application for 600 new houses and an Ikea store to be built in Lancing. Tim Loughton, MP for East Worthing and Shoreham, subsequently called on the Secretary of State for Housing, Communities and Local Government to call-in that decision but I understand this has been refused; therefore, the planning permission stands. There are implications for County Council services due to the Monks Farm planning application and development.

The Cabinet Member will know from previous correspondence that I am very concerned about the potential financial implications for the County Council in respect of providing education facilities as a result of this development. Could the Cabinet Member, please advise:

- (a) To what extent work has been carried out to establish what education provision will need to be delivered, how much it is likely to cost and the extent to which a shortfall in developer funding exists.

The Cabinet Member will also know from the same correspondence that I am equally concerned about the implications of this proposed development for local residents, including those of the Withy Patch gypsies and travellers site. Given that the County Council owns what is essentially a ransom parcel of land in the form of the Withy Patch gypsy and travellers site which could essentially make or break this development, can the Cabinet Member confirm:

- (b) That it is still the intention to transfer the land in question to the developers;
- (c) Whether any agreement has been reached regarding the value of that land and if so whether he is now in a position to confirm what that is and how it has been calculated (if he is unable to share this in the public domain at this time please provide it separately);
- (d) That if the intention is still to proceed with transferring the site to the developers there will be full consultation with the individual residents on the site. If so, please confirm when that is likely to take place; and
- (e) When he anticipates being able to share provisional agreement of terms and publish the proposed key decision in relation to a land transfer with all members.

### **Answer**

- (a) Calculations based on the proposed housing numbers from both the New Monks Farm and West of Sompting developments project the need for a new 1FE primary school (210 pupils), but expandable to 2FE (420 pupils). S106 contributions from both developments will be needed to meet the estimated £6m build costs for a new 1FE, expandable to 2FE, primary school but have not yet been secured. At present no shortfall is predicted but estimated costs are based on recent typical examples and may change subject to design, specification or market conditions.
- (b) The decision to transfer the land remains subject to the agreement of satisfactory terms and subject to a Cabinet Member key decision.
- (c) An agreement on the value of the land has not yet been reached. Further due diligence is being undertaken by the County Council's appointed valuation experts.
- (d) Consultation will be held with the residents at an appropriate time in the negotiations.
- (e) As above appropriate details will be shared as part of the publication of the key decision.

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

### **Question**

I understand that if a district or borough council wishes to remove the belongings of a homeless person they need to apply to the County Council for permission to do so.

Can the Cabinet Member please:

- (a) Confirm the legislative basis for the removal of such belongings;
- (b) Confirm which district or borough councils it has granted permission to and on how many occasions in the past three years;
- (c) Confirm what she understands happens to the belongings that are removed;
- (d) Advise whether there are any conditions attached to the permission that is granted to a district or borough council and how long it remains in force;
- (e) Confirm that before granting any such licence to a district or borough council to remove belongings, she has satisfied herself there is sufficient and appropriate accommodation available in the locality for the homeless.

## Answer

- (a) The powers which may be exercised on behalf of any local authority are set out in Section 41 of the Local Government (Miscellaneous Provisions) Act 1982. The powers relate to items found on land and premises under the management of the County Council in this case as highway authority. The power is to publish notices to ask individuals not to deposit items in specific areas of the public highway, and to remove for storage and later collection any items which are deposited and left in those areas.
- (b) The power was granted in response to a request from Worthing Borough Council. The first authority was granted on 21 December 2018 until the end of March 2019. It is understood that the power was not exercised during that time. The authority was extended until the end of September 2019. It has not been previously given.
- (c) All belongings must be safely and securely stored until reclaimed by the owner.
- (d) The power is restricted to specific areas of shopping streets in Worthing town centre. It is time limited as set out in (b).
- (e) The exercise of the power and its implications for homelessness support provision is the responsibility of the Borough Council. The Borough Council confirmed in relation to the requested power that it was taking sustained and strong action to engage those involved, into housing and support services through outreach and working closely with the voluntary sector.

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

## Question

Recruitment, retention and availability of On Call Firefighters is a major challenge facing the County Council. It is a challenge that can result in up to 70% of the County Council's fire engines being unavailable at times, which has serious consequences for the safety of residents. As one of the largest employers in the county, the Council should be setting an example to other employers by supporting and encouraging employees to become On Call Firefighters, can the Cabinet Member therefore tell me whether:

- (a) The County Council has a corporate policy that permits employees to become On Call Firefighters and allows them to respond to emergencies during working hours?
- (b) Corporate policies ensure that employees who are On Call Firefighters are not penalised financially, or in terms of career progression?
- (c) The Council ensures that similar policies are in place for contracted out staff?

- (d) The Council ensures that managers actively encourage employees to become On Call Firefighters?

**Answer**

- (a) The County Council does not have a policy explicitly permitting employees to become On Call Firefighters and allow them to respond to emergencies during working hours. However, the County Council does support employees taking up other employment as long as it does not conflict with their main employment. In terms of employees who are also On Call Firefighters, there are examples of County Council managers being supportive and flexible to accommodate employees who also have an On Call contract.
- (b) The County Council does not have a specific policy or statement to cover this matter. However, this situation is not unique and would apply to anyone employed by the County Council, who has multiple contracts. While we would need to ensure that employees' working hours remained reasonable, the flexible working practices allow employees to respond to emergencies as an On Call Firefighter without suffering any detriment in their main employment.
- (c) By contracted out staff we take the meaning to be CAPITA and other providers. The County Council's contracts with these third party companies do not contain a requirement for such a policy to be in place. However, such partners have previously been supportive of their employees who also have an On Call contract.
- (d) West Sussex Fire and Rescue Services has run a number of internal communication campaigns on this matter recently including the computer log on screen message. These have generated little interest to date either from managers or employees.

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

**Question**

I understand it is intended that Chichester Fire Station will be relocated in accordance with the Chichester Growth Programme and One Public Estate. I believe that part of the justification for this is that the biggest call for the fire service now is highway incidents and, therefore, this change in focus would be a consideration in a new location for the fire station. I would be grateful if the Cabinet Member could:

- (a) Confirm for each quarter between January 2016 and March 2019 how many appliances from Chichester Fire Station were required to attend:
- (i) Fires; and
  - (ii) Highway incidents.



- (b) Tell me what is the preferred location for Chichester Fire Station in relation to its proximity to the city and what factors will be used to determine the optimum location for it in future?
- (c) Confirm whether other changes to existing fire stations are currently under discussion as part of the One Public Estate programme.

**Answer**

- (a) Data is provided below:

**Incident type at time of stop: Fire**

<b>Quarter</b>	<b>Primary Fires</b>	<b>Secondary Fires</b>	<b>All Fires</b>
2015/2016 - Q4	28	24	52
2016/2017 - Q1	21	19	40
2016/2017 - Q2	27	19	46
2016/2017 - Q3	23	26	49
2016/2017 - Q4	18	9	27
2017/2018 - Q1	18	23	41
2017/2018 - Q2	25	20	45
2017/2018 - Q3	25	12	37
2017/2018 - Q4	20	20	40
2018/2019 - Q1	31	25	56
2018/2019 - Q2	25	39	64
2018/2019 - Q3	22	20	42
2018/2019 - Q4	20	25	45
<b>Total</b>	<b>303</b>	<b>281</b>	<b>584</b>

**Was the incident an RTC: Yes**

<b>Quarter</b>	<b>RTCs</b>
2015/2016 - Q4	10
2016/2017 - Q1	11
2016/2017 - Q2	17
2016/2017 - Q3	12
2016/2017 - Q4	14
2017/2018 - Q1	9
2017/2018 - Q2	23
2017/2018 - Q3	20
2017/2018 - Q4	10
2018/2019 - Q1	13
2018/2019 - Q2	15
2018/2019 - Q3	17
2018/2019 - Q4	19
<b>Total</b>	<b>190</b>

**Was the incident an RTC: No  
Incident type at call: RTC/Vehicle**

<b>Quarter</b>	<b>False Alarm</b>	<b>Fire</b>	<b>Special Service</b>	<b>Total</b>
2015/2016 - Q4	2	2	1	5
2016/2017 - Q1	3	10	2	15
2016/2017 - Q2	2	5	3	10
2016/2017 - Q3	6	7		13
2016/2017 - Q4	11	7	1	19
2017/2018 - Q1	8	7	1	16
2017/2018 - Q2	2	11		13
2017/2018 - Q3	5	8		13
2017/2018 - Q4	9	5		14
2018/2019 - Q1	5	13	3	21
2018/2019 - Q2	8	7	1	16
2018/2019 - Q3	5	6	1	12
2018/2019 - Q4	2	3		5
<b>Total</b>	<b>68</b>	<b>91</b>	<b>13</b>	<b>172</b>

- (b) The 'preferred' location is yet to be determined. There are many factors considered for new fire station locations, including response times, potential impact on On Call Firefighter response and availability of suitable land. Consideration is also given to the areas of highest risk and also future developments in terms of building and infrastructure. These factors are assessed through a robust assessment process that will also utilise an independent response modelling company (as used for the proposed Horsham site).
- (c) There are five fire stations (including Chichester) that are incorporated in the One Public Estate programme. In several cases this is related to the fire station occupying land that forms part of a wider scheme and, therefore, there is mutual benefit in the fire station moving. The other stations being considered are:

Horsham (in the detailed planning stage)  
Burgess Hill  
Littlehampton  
Crawley

## **Question Time: 7 June 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**

Written question 1 (Cabinet Member for Adults and Health), from Dr Walsh.

Carers Week (Cabinet Member for Adults and Health), from Mr Wickremaratchi.

Alcohol early intervention services and the NHS Health Check Programme (Cabinet Member for Adults and Health), from Mr Buckland, Mrs Jones and Dr O'Kelly.

In relation to alcohol early intervention services and the NHS Health Check Programme and veterans, the Cabinet Member agreed to a request from Mr Buckland to look into the need for checks to be made in Littlehampton.

Also in relation to the NHS Health Check Programme, the Cabinet Member agreed to discuss with the Director of Public Health a suggestion from Dr O'Kelly that health checks should be taken out to places where the most vulnerable people are in communities.

Written question 2 (Cabinet Member for Children and Young People), from Ms Sudan.

In relation to the recent Ofsted inspection, in response to a suggestion from Ms Sudan that the Chairman of the Corporate Parenting Panel should be asked to consider the Children and Young People's Services Select Committee hearing directly from 16 and 17-year-olds living independently in supported accommodation, the Cabinet Member agreed to speak to the Chairman of the Panel.

### **A Prosperous Place**

Burgess Hill Place and Connectivity Programme (Leader), from Mr Barrett-Miles, Mr Bradbury, Mrs Dennis and Ms Lord.

Climate change (Cabinet for Environment), from Mrs Arculus, Mr Barling, Mr Crow and Mrs Millson.

In response to a request from Mrs Arculus the Cabinet Member agreed to provide information for residents for use at County Local Committee meetings explaining what can be recycled.

Air quality (Cabinet Member for Environment/ Cabinet Member for Highways and Infrastructure), from Mr Barnard, Mr Marshall and Dr O'Kelly.

Mr Marshall commented that there had been a meeting with local residents in Storrington on 7 June about solutions for managing volume of traffic and air pollution which he was unable to attend due to the Council meeting. He asked if

he could have a meeting with the Cabinet Member for Highways and Infrastructure and the Director to be updated on the result of the meeting and the Cabinet Member agreed.

Proposed Chichester Parking Management Plan (Cabinet Member for Highways and Infrastructure) from Mr Jones.

The Cabinet Member agreed to send Mr Jones details of the result of the consultation and, in due course, to let him know the result of further analysis of the implications of the areas of concern raised.

Demonstration by young people on climate change (Leader), from Mrs Russell and Dr Walsh.

In response to a question from Dr Walsh about climate change and the need for an agreed, co-ordinated approach with borough and district councils, the Leader agreed to make sure climate change was on the agenda for the next Leaders' meeting in the autumn.

Bus lanes in Crawley (Cabinet Member for Highways and Infrastructure), from Mr Crow, Mr Jones, Mr Quinn and Mrs Smith.

In response to a suggestion from Mr Quinn, the Cabinet Member agreed to explore the possibility of a pilot scheme in Crawley to allow taxis to use bus lanes.

Bus service funding (Cabinet Member for Highways and Infrastructure), from Dr Dennis.

In relation to a question about funding for buses and whether County Local Committees (CLCs) could be a mechanism for small-scale local discretionary funding, the Cabinet Member said he would pass the suggestion to the Governance Working Group currently reviewing the role of CLCs.

Cycle paths (Cabinet Member for Highways and Infrastructure), from Mrs Kitchen and Dr O'Kelly.

In relation to cycle paths and the north of Horsham development and the junction with the Rusper Road, Mrs Kitchen asked the Cabinet Member for reassurance that the Council would follow the national strategy on cycling and include cycle paths when designing new roads as adding cycle lanes at a later stage did not work and cost more money, the Cabinet Member said he would be happy to look in detail at the particular area of concern she had raised.

In response to a request from Dr O'Kelly for the target in the West Sussex Plan to be reviewed in relation to the recently declared statement of 'climate urgency', the Cabinet Member said he would be happy to do so.

Transport South East (Cabinet Member for Highways and Infrastructure), from Mr S J Oakley.

### **A Strong, Safe and Sustainable Place**

President Trump's visit and the West Sussex copy of the declaration of independence at 10 Downing Street (Leader), from Mrs Arculus, Mr High and Mr S J Oakley.

LGBT month (Leader/Cabinet Member for Safer, Stronger Communities), from Mrs Arculus, Mr Barling, Mr Oxlade and Dr Walsh.

Fire Service (Cabinet Member for Safer, Stronger Communities), from Mr Purchase.

This page is intentionally left blank

## Review of Proportionality

- 1 Following notification of the establishment of the Independent Conservative group and Mr Buckland becoming an independent member, it is the duty of the County Council to review the entitlement of political groups and independent members 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 Of the total of 70 members on the County Council, the number of members in each political group and their proportion of the 70 is as follows. The proportion allocated to the independent member is also shown.

Conservative	54	77%
Liberal Democrat	8	11.5%
Labour	5	7%
Independent Conservative	2	3%
Independent	1	1.5%

- 3 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.
- 4 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.
- 5 The effect on the proportionality is being calculated to see what adjustment is required. **Appendix 1**, a table showing the number of seats on committees

using this formula, will be available for the Council meeting and will be circulated to members in due course.

**Tony Kershaw**

Director of Law and Assurance

**Contact:** Charles Gauntlett 033 022 22524

**Background Papers**

None



## **West Sussex County Council Annual Report 2018/19**

### **Background**

- 1** The West Sussex Plan sets out how West Sussex County Council plans to shape its services to 2021/22. It contains our vision for West Sussex and what we are trying to achieve for our residents and for the county.
- 2** In the West Sussex Plan, West Sussex County Council commits to focus on five priorities:
  - Giving our children and young people the best start in life
  - Ensuring West Sussex is a prosperous place
  - Supporting our communities to enable them to be strong, safe and sustainable
  - Supporting our residents in later life, to enable them to remain independent
  - Ensuring we are a council that works for our communities
- 3** The West Sussex Annual Report, **enclosed as Appendix 1**, highlights West Sussex County Council's achievements against our five priorities in 2018/19.

### **Recommended**

That the West Sussex Annual Report 2018/19 be noted.

**Louise Goldsmith**

Leader

**Contact:** Andy Smith 033 022 24518

### **Background Papers**

None

This page is intentionally left blank

[www.westsussex.gov.uk](http://www.westsussex.gov.uk)



# ANNUAL REPORT

---

## 2018/2019



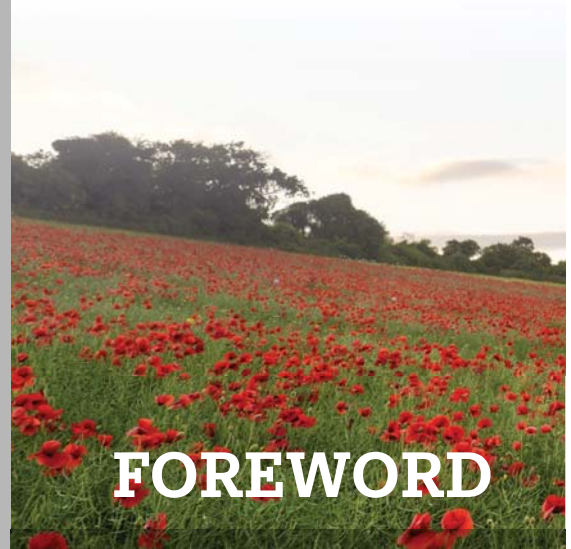
WEST SUSSEX  
A QUALITY OF LIFE

# WEST SUSSEX ANNUAL REPORT

2018/2019

## CONTENTS

Foreword	03
Highlights of the Year	04
Month by Month Overview	08
Staff Awards Winners	28
Council Structure	32
Performance 2017-18	34
Finance Overview	42



**In May 2017 a new administration for West Sussex County Council was created, following the County Council elections. We subsequently published our West Sussex Plan which sets out where we hope to take our county by 2022.**

We were elected on a commitment to make sure that West Sussex continues to be a great place to live, work and visit; that our county is cleaner and greener and continues to be thriving and vibrant.

I said when I launched the West Sussex Plan in 2017 that it must not sit on a shelf only to gather dust. It has to be a live document that charts our success, monitors our progress and ultimately makes our lives better. True to that promise, I published the West Sussex Annual Report 2017-2018 last year and I am committed to providing an annual update for our residents going forward. You can also find a regular update on our performance



**Louise Goldsmith**  
Leader of the  
County Council

during the year online: <https://performance.westsussex.gov.uk/>.

### **Our commitment to Children's Services Improvement**

I want to start by dealing with an important issue head on. You will note that the judgement of the recent Ofsted inspection, which regrettably found our Children's Services to be inadequate, is not covered in this report. This is because Ofsted's judgement was published in May 2019, which is outside the timeframe of this annual report.

West Sussex County Council is clear that the service improvements needed for the most vulnerable children in our county is the top priority of our organisation and our partnerships. This will form a key part of our West Sussex Annual Report 2019-2020 with progress reported to each County Council meeting over the coming year. We are committed to making progress on stabilising the service and outcomes for children, and,

in the longer term, achieving at least a "good" rating from Ofsted.

### **Our 2018/2019 Annual Report**

We face continuing financial challenges with rising demand for services that protect some of the most vulnerable members of our community. Since 2010 we have seen significant reductions in central Government funding of £145 million. This means that West Sussex County Council has had to make £216 million in overall savings between 2010 – March 2019. There is no sign of let-up in the financial pressure we face: we have a gross budget gap (before any council tax increase) of £127.3 million over the next four financial years (2020 – 2024) to close, in order to balance the books. Despite this financial challenge, we remain ambitious for our county and we will prioritise investment to deliver our West Sussex Plan commitments for you, our residents.

I am therefore pleased to publish the second annual report on

our progress against the West Sussex Plan: the West Sussex Annual Report 2018-2019. It highlights how we continue to ensure that our children have the best start in life; that residents can remain independent in later life; that our county remains a prosperous place and a strong, safe and sustainable place and that we are a council that works for the community.

Reading this report, I am reminded again of the difference that West Sussex County Council makes to our residents' lives and the honour and responsibility that comes with being Leader of West Sussex County Council. It is only by working in partnership that we can truly deliver our priorities and I believe this is reflected in a number of our key achievements this year.

I look forward to continuing to champion our county and drive forward progress on your behalf to make West Sussex the best it can be.

## HIGHLIGHTS OF THE YEAR



### APRIL 2018

- West Sussex County Council and other members of the Sussex Air Quality Partnership, successfully bid for £105,900 from the Department for Environment, Food and Rural Affairs' (Defra) Air Quality Grant. The bid will be used for targeted interventions with 25 schools and businesses in the Air Quality Management Areas across Sussex.
- West Sussex County Council works with Forces Connect South East to secure funding of £147,888 over two years to support armed forces veterans. The grant will be used to enhance existing veteran drop-in centres and set up new ones in the South East. The centres offer practical advice on jobs and housing and help those with mental health difficulties or social care needs access support.
- Young people aged 11-18 across West Sussex vote in the West Sussex Youth Parliament and Youth Cabinet elections. 30 new members were appointed to the Youth Cabinet and seven to the Youth Parliament.



### MAY

- Proposals to revamp the public space in Worthing town centre are published. Up to £5 million has been allocated to deliver the first phase of a project that will revitalise public spaces from the station to the seafront. Future phases will be funded primarily through developer contributions.
- West Sussex County Council's Meals on Wheels service, provided by Apetito, serve up free cream teas to residents to mark the royal wedding between Prince Harry and Meghan Markle at Windsor Castle.



### JUNE

- More West Sussex children are offered a place at one of their three preferred schools for the next academic year. Despite population increases, 98.9% of primary school applicants and 99.1% of secondary school applicants received an offer from one of their preferred three schools (compared to 98.1% and 98.4% in 2017), both higher than the national average.
- West Sussex Trading Standards in Worthing seize 3,529 packets of illicit cigarettes and 180 pouches of tobacco, with an approximate retail price of £40,492 and an estimated street value of £20,246.
- Work to restore the Halnaker Windmill near Chichester approaches completion after its four 15ft sails are hoisted into position. The sails – known locally as sweeps – have returned the Grade II listed building to its former glory.
- **Your Energy Sussex** helps more than 1,000 households switch to a cheaper energy tariff in its first four months.



## JULY

- The rate of young people entering the Youth Justice System declines for the first time from 235 to 197 per 100,000 of the aged 10-17 population in West Sussex. Custodial sentences also remain very low with just one young person sentenced to custody during 2017-18.
- Eaton's Bridge – spanning the River Adur between Ashurst and Henfield – opens for walkers to enjoy. The new bridge, made with Fibre Reinforced Polymer, replaces the steel and timber structure that was closed in the interests of public safety.



## AUGUST

- For a second year running West Sussex students continue to achieve successful A-level results, while facing tougher exams. In West Sussex 97.7% of students achieved A\*-E, in line with the national average.
- West Sussex school children achieve impressive GCSE results, while sitting harder new exams with less emphasis on coursework. Most GCSE results in England are now graded from 9 to 1, with 7 equal to an A and 4 being a C grade. The proportion of West Sussex school children achieving the pass level Grade 4 is in line with the national average of 66.6%.
- The opening of the Bognor Regis to Littlehampton shared pedestrian and cycle path is welcomed by the West Sussex Cycle Forum.



## SEPTEMBER

- West Sussex County Council pledges its support to residents living with Motor Neurone Disease. Amanda Jupp, the Cabinet Member for Adults and Health, led the signing of the Charter of the Motor Neurone Disease Association which demonstrates a commitment to supporting people living with the disease, and their carers in West Sussex. The charter outlines the respect, care and support that people living with Motor Neurone Disease and their carers can expect.
- Rob Piatt wins The Association of Bikeability Schemes' Instructor of the Year award for his tuition with hearing-impaired children at River Beach Primary School's Special Support Centre.
- The first intergenerational session is held at an Extra Care Scheme in West Sussex. Children aged three and four visited residents aged up to 103. The session was so successful that there are plans to hold more.

## HIGHLIGHTS OF THE YEAR CONTINUED



### OCTOBER

- 'Pause' West Sussex makes significant progress by helping prevent 32 women who have had multiple children removed and taken into care, from getting pregnant by giving them time to 'pause' while receiving intensive support.
- West Sussex County Council hosts Their Royal Highnesses the Duke and Duchess of Sussex on a visit to Edes House in Chichester. The Duke and Duchess met large crowds of local residents and school children, and were shown the rare copy of the American Declaration of Independence – one of only two ceremonial parchment manuscript copies in existence.



### NOVEMBER

- The Horsham District Growth Deal is signed by leaders of West Sussex County Council and Horsham District Council. This kick-starts a partnership that will deliver new homes, create jobs and boost economic prosperity in the area.
- A new approach to supporting victims and survivors of domestic abuse is launched. The partnership between West Sussex County Council, UK-wide domestic abuse charity SafeLives, and specialist frontline services makes West Sussex one of only two 'Beacon' sites in the country to pilot the work. The three-year programme adopts a whole family approach providing a package of support for individuals and families.
- More than 50 business and community leaders, and three town regeneration experts, gather at the Let's Talk About Our Towns event to generate ideas for supporting and revitalising town centres and high streets across West Sussex.
- The positive difference that staff make to residents' lives is recognised at West Sussex County Council's first annual awards ceremony, where five members of staff are announced as winners.



### DECEMBER

- West Sussex County Council's Public Health team successfully bids for £422,045 from Public Health England to support children with alcohol dependent parents. The funding will focus on early intervention and helping children who are already affected by a parent dependent on alcohol.
- Around 4,000 more pupils in West Sussex now attend a school rated by Ofsted as at least 'Good' compared with 2016.
- Delayed Transfers of Care (DToC) between hospital and home continue to decrease. West Sussex is one of the best performing councils in England, DToC figures here are at their lowest point in more than three and a half years, and exceed the national target.
- West Sussex local authorities are chosen by Government to pilot 75% Business Rates Retention. This will lead to around £19 million being retained locally.
- The green recycled plastic bottle tree sculpture is displayed for its fifth year in North Street, Chichester.





## JANUARY 2019

- Acting on feedback from the community, West Sussex County Council's Cabinet allocate £750,000 to support homeless charities in the county. The money will help the charities transition to new ways of working.
- West Sussex County Council allocates the Sussex Community Foundation Trust £787,411 to help reduce the risk of falls among elderly residents and ease winter pressures on adult social care and health services. A new 'Falls Champion' will carry out falls assessments, provide advice on prevention, appropriate services and equipment and offer home hazard assessments for patients who have been discharged from hospital following a fall-related admission.
- A new project putting public buildings at the heart of the community is announced. £5 million is committed to creating community hubs, transforming buildings into places where a range of services will be provided. The project aims to safeguard the future of library services and children and family services.



## FEBRUARY

- School dinners in West Sussex contain just 5g of sugar on average, down 73% on 2014 when the average school dinner contained 18.5g of sugar. The amount of sugar removed from meals over a school year is equivalent to the weight of more than five double decker buses.
- West Sussex County Council approves a balanced budget for 2019/20 with a net expenditure of £575.5 million to deliver key services. Despite facing financial challenges the council also agreed significant investments to support the delivery of children and young people's services and helping keep older people living independently for longer.
- An extensive programme of highway maintenance schemes, funded by a Department for Transport £6million capital injection, starts across West Sussex. It includes surface treatments to improve roads and footways, improvements to highway bridges, vehicle safety barrier upgrades and drainage improvements.



## MARCH

- Public Health England (PHE) awards West Sussex County Council and the charity Stonepillow £188,465 to improve services for homeless people in Bognor Regis.
- The Mayor of Chartres in France visits Chichester to mark 60 years since the two cities signed a twinning arrangement.
- West Sussex Record Office is presented with the National Archive Service Accreditation, putting it in the top 6% of archives in the country.



## BEST START IN LIFE



**More children are offered a place at one of their  
three preferred schools than in 2017**

**Family  Assist**

**3,500**

**people sign up to Family Assist in its first year**



**£3.69M**

**additional funding for Special Educational  
Needs and Disabilities (SEND)**

## APRIL–JUNE 2018

- ▶ **Additional funding for Unaccompanied Asylum Seeking Children is secured.**  
The £321,900 – awarded over three years – will enable the County Council to provide peer mentoring support to these young people and improve their access to education, employment and training opportunities.
- ▶ **Young people in care and care leavers meet the Children’s Minister, Nadhim Zahawi and the Children’s Commissioner, Anne Longford to discuss their experiences of care, and highlight key issues for change and improvement.**
- ▶ **More West Sussex children are offered a place at one of their three preferred schools in September 2018,** despite population increases across the county. 98.9% of primary school applicants and 99.1% of secondary school applicants received an offer of one of their preferred three schools (compared to 98.1% and 98.4% in 2017), both higher than the national average. The proportion of children offered a place at their first choice of school also increased to 91.1% of primary school applicants and 90.9% of secondary school applicants (up from 89.4% and 89.5% respectively).
- ▶ **Hundreds of people enter the Healthier Snacking Challenge at libraries across the county,** supporting the national Public Health England Change4Life nutrition campaign. The challenge aims to help parents to reduce children’s sugar intake by introducing the new simple tip – ‘look for 100 calorie snacks, two a day max’.



Duke of Edinburgh Award Winners

## JULY–SEPTEMBER

- ▶ **For the second year running significant improvements are made by West Sussex primary school children taking their Key Stage 2 SATs.** 61.3% of the county’s 11-year olds met or exceeded the expected standard in the combined three areas: reading, writing and maths – up from 55% in 2017, a rise of 6.3%.
- ▶ **99 young people from across West Sussex are presented with their Gold Duke of Edinburgh awards at a special ceremony.** They were handed their certificates at a ceremony at Avisford Park hotel in Walberton, attended by the High Sheriff of West Sussex and the Lord Lieutenant of West Sussex.
- ▶ **The rate of first time entrants to the Youth Justice System continues to decline from 235 to 197 per 100,000 of the aged 10-17 population in West Sussex.** Custodial sentences also remain very low with just one young person sentenced to custody.
- ▶ **‘Family Assist’ – the UK’s only interactive online service providing a one-stop-shop of information online for advice on pregnancy, birth and beyond** – celebrates a hugely successful first year by winning a Public Sector Paperless Award for Best Customer Experience. During its first year more than 3,500 people have signed up to the service.
- ▶ **For a second year running West Sussex students continue to achieve successful A-level results, while facing tougher exams.** A-level grades in West Sussex are at 97.7% achieving A\*-E, in line with the national average.
- ▶ **West Sussex school children achieve impressive GCSE results, while sitting harder new exams which place less emphasis on coursework.** Most GCSE results in England are now being graded from 9 to 1, with 7 the equivalent to an A and 4 being a C



## BEST START IN LIFE

grade. The proportion of West Sussex school children achieving the pass level Grade 4 is in line with the national average of 66.6%.

- ▶ **Rob Piatt wins The Association of Bikeability Schemes' Instructor of the Year award for his tuition with hearing-impaired children at River Beach Primary School's Special Support Centre.** He has worked with all 13 children from the centre who range from reception age to Year 6, with varying degrees of ability. Bikeability is designed to ensure children gain practical skills and understanding of how to cycle on roads.
- ▶ **A new School Effectiveness Strategy for West Sussex is published to coincide with a new school year.** The Strategy sets out the ambition that by 2022 West Sussex will be one of the top 25% of councils nationally for quality and provision of learning across all age groups and abilities. The performance of primary age pupils continues to improve with provisional Key Stage 1 and 2 results showing more children achieving expected outcomes in reading, writing and maths than in previous years. The County Council is working with primary school leaders on plans to continue to sustain this upward trend.

### OCTOBER–DECEMBER

- ▶ **'Pause' West Sussex makes significant progress in helping prevent women who have had multiple children removed and taken into care, from getting pregnant, giving them time to 'pause' while receiving intensive support.** Over the past 20 months the programme has successfully engaged with more than 32 women including some of the most vulnerable women in the county. These women have been offered emotional and practical support and advocacy while being challenged to break the damaging cycle of becoming pregnant and their children being taken into care. As a result of the programme, it is estimated 14 fewer children will be taken into care.
- ▶ **West Sussex County Council's Public Health team win a national award at the Public Health England (PHE) Conference for the West Sussex Sugar Smart Dental Toolkit.** Launched in May 2018, the four-week pilot ran in 12 dental practices across West Sussex.
- ▶ **The Youth Emotional Support service (YES) is shortlisted for the Mental Health and Wellbeing award at the 'Children and Young People Now' awards. At a gala ceremony at the Hurlingham Club in London the service was named runner-up in the Mental Health and Wellbeing category.** Last year, the YES was used by more than 2,500 young people and has considerably lowered the number of referrals to the Child and Adolescent Mental Health Service (CAMHS).
- ▶ **Fun and Breaks (FAB) – a domiciliary care service providing volunteer carers for disabled children and young people – is rated an 'outstanding' service by the Care Quality Commission.** The CQC report praises the leadership for being 'caring, competent and dedicated, and having the young people's needs at the heart of the service'.
- ▶ **Around 4,000 more pupils in West Sussex now attend a school rated by Ofsted as at least 'Good' compared with 2016.** By the end of October 2018, 85% of all pupils attended a school rated at least 'Good' - an increase from 81.5% in October 2016.
- ▶ **West Sussex County Council's Public Health team successfully bids for £454,361 from Public Health England to support children with alcohol dependent parents.** The funding will help improve the prospects for young people whose lives have been affected by parents with alcohol related difficulties, by focusing on early intervention and helping children who are already living with the effects of a parent dependent on alcohol.
- ▶ **The Exceptional People in Care (EPIC) awards celebrate the achievements and talents of young people in care.** A highest-ever total of 283 nominees were recognised at the event.



## JANUARY–MARCH 2019

- ▶ **School dinners across West Sussex contain 2.5kg less sugar per child a year than they did just four years ago.** The latest menu includes just 5g of sugar a day on average, down 73% on meals served up in 2014 when the average school dinner contained 18.5g of sugar. The West Sussex Sugar Reduction Programme has re-engineered menus, developed new recipes and revised portion sizes, allowing changes to be made without compromising on food choices or incurring any extra costs. In total, the amount of sugar that has been removed from meals over a school year is the equivalent weight of more than five double decker buses.
- ▶ **West Sussex schools bid for money from the £766,000 Healthy Pupils Capital Fund, obtained through the Soft Drinks Industry Levy.** The fund will be used to pay for facilities or initiatives that encourage school children and young people to become more active, or which promote a healthy diet and support those with mental health issues. The successful bids range from funding for all-weather sports surfaces to the installation of a teaching kitchen.
- ▶ **The number of young people providing care for a parent, sibling or other family member in the county continues to increase.** To support them, the County Council's Young Carers Service has created a new learning resource for primary schools in West Sussex containing activities and ideas for lessons to help young schoolchildren and staff better understand the challenges carers face.
- ▶ **West Sussex County Council launches an online resource to help teachers, parents and employers support young people with special educational needs and disabilities (SEND) to achieve their career goals.** The resource includes guidance for schools, parents and employers, as well as inspiring stories from young people with SEND who have succeeded at work. Just 6% of people in the UK with learning disabilities are in employment, despite 60% wanting to and being able to be in work. A crucial step towards getting paid work for young people is work experience to gain valuable work-based skills. Oak Grove College near Worthing provides special education for disabled and autistic students from Years 7 to 14 and runs a successful work experience programme.
- ▶ **A contract is awarded to Sussex Partnership Foundation Trust to deliver a newly-created Integrated Child Psychology Service (ICPS).** The ICPS brings together a range of separate services into one integrated model. It provides specialist psychological services to support children identified as being vulnerable or at high risk as well as their families or carers.
- ▶ **Between now and 2020, the County Council will receive an additional £3.69m high needs funding.** This will help to ease pressures on the budget for providing education for children with Special Educational Needs and Disabilities (SEND).



## A PROSPEROUS PLACE



**£1M**

**£1m funding for Transport for South East (TfSE) to develop an innovative transport strategy for the South East.**



**More than**

**50**

**business and community leaders attend an event to support town centres and high streets across West Sussex.**



**West Sussex Highways successfully bids for**

**£2.4M**

**from the Department for Transport's Safer Roads Fund**

## APRIL–JUNE 2018

- ▶ **West Sussex County Council celebrates its new status as a Fairtrade county, to mark World Trade Day.** The County Council is working with the local Fairtrade Steering Group to promote Fairtrade products amongst local businesses and organisations including shops and cafes, and ensuring Fairtrade products are available in all its schools and staff restaurants.
- ▶ **West Sussex Trading Standards in Worthing seize 3,529 packets of illicit cigarettes and 180 pouches of tobacco.** The illicit cigarettes and tobacco have an approximate retail price of £40,492 and an estimated street value of £20,246.
- ▶ **Work to restore the Halnaker Windmill near Chichester nears completion after its four 15ft sails are hoisted into position.** The sails – known locally as sweeps – are put back in their rightful place to return the Grade II listed building to its former glory.



Illicit cigarettes and tobacco seized by Trading Standards in Worthing

- ▶ **The County Council's ambition to build 'ultrafast' full fibre broadband is boosted by the recent award of a contract to CityFibre Ltd.** The CityFibre Ltd contract will provide a long-term lease for full fibre broadband infrastructure capable of delivering 'ultrafast' speeds of 1Gb (1000mbps) in its public buildings.
- ▶ **The Transport Secretary announces £1 million funding for Transport for South East (TfSE) to develop an innovative transport strategy for the South East.** TfSE is made up of 16 transport authorities including the County Council and five Local Enterprise Partnerships. This investment will be a crucial next step in the development of the transport strategy which will set the blueprint for strategic transport across the region until 2050, and help unlock economic growth in the region.
- ▶ **Proposals to revamp the public realm in Worthing town centre are published.** Up to £5 million has been allocated to deliver the first phase of a project that will revitalise public spaces from the station to the seafront. Future phases will be funded primarily through developer contributions.

## JULY–SEPTEMBER

- ▶ **West Sussex Highways successfully bids for £2.4million** from the Department for Transport's Safer Roads Fund, meaning work will start soon to improve safety on the A285 between Halnaker and Petworth.
- ▶ **Eaton's Bridge – spanning the River Adur between Ashurst and Henfield – opens for walkers to enjoy.** The new bridge, made with Fibre Reinforced Polymer, replaces the steel and timber structure that was closed in the interests of public safety.
- ▶ **The Bognor Regis to Littlehampton shared pedestrian and cycle path opens.** Costing £2million, the 4.5km-long direct route was



## A PROSPEROUS PLACE



officially opened with the cutting of a green ribbon by County Council Leader Louise Goldsmith. The path runs alongside the A259 and was funded by the County Council and Coast to Capital Local Enterprise Partnership.



- » Progressing the delivery of a new Town Centre in Horsham
- » Potential redevelopment of the Hurst Road site to deliver new housing and employment opportunities
- » Redeveloping the former Novartis site to provide high value employment opportunities.

## OCTOBER-DECEMBER

► **West Sussex County Council hosts Their Royal Highnesses the Duke and Duchess of Sussex on a visit to Edes House in Chichester.**

The Duke and Duchess met large crowds of local residents and school children, and were shown the rare copy of the American Declaration of Independence – one of only two ceremonial parchment manuscript copies in existence. They also officially opened the University of Chichester’s Engineering and Digital Technology Park in Bognor Regis.

► **The Horsham District Growth Deal is signed by leaders of West Sussex County Council and Horsham District Council.** This kick-starts a partnership that will deliver new homes, create jobs and boost economic prosperity in the area. Major projects outlined in the Deal include:

- » Delivering housing and economic growth in the West of Horsham and North Horsham Developments.

► **More than 50 business and community leaders, and three town regeneration experts,** gather to generate ideas for supporting and revitalising town centres and high streets across West Sussex. The Let’s Talk About Our Towns event was instigated by County Council Leader Louise Goldsmith to provide a local forum to consider the challenges high streets are facing, nationwide.

► **Proposals for the former Novartis site in Horsham are updated following the first phase of public consultation.** An innovative enterprise centre, high-quality business space and 300 new homes are key features in the masterplan, along with a convenience retail facility, creation of a new network of green space, new walking and cycling routes and retaining the listed 1930s office building as a local landmark.

► **A ‘Taste of West Sussex’ event takes place in the Houses of Parliament.** The event – sponsored by Sir Peter Bottomley, MP for Worthing West –



saw 16 producers showcasing the variety and quality of food and drink produced in West Sussex. The event was attended by over 300 people, including MPs from across the country, as well as West Sussex County Council Leader, Louise Goldsmith and Kenny Tutt, the 2017 MasterChef winner and Worthing resident.

- ▶ **The West Sussex Advent Calendar gives residents the chance to celebrate the festive season with a little help from Experience West Sussex.** Behind each door of the West Sussex Advent Calendar was a special gift from across the county. From meals for two and family days out, to cinema tickets and bottles of sparkling wine, there were 24 chances for people to win, when a new door was opened each day.
- ▶ **The County Council is awarded £22.8 million of funding by the Coast to Capital Local Enterprise Partnership allocated to the delivery of place and connectivity improvements in Burgess Hill.** It will deliver a number of improvements including:
  - » Improvements at Burgess Hill and Wivelsfield rail stations
  - » Town centre connectivity and public realm improvements
  - » Improvements on Queen Elizabeth Avenue
  - » Improved access to the Triangle Leisure Centre
  - » Improved access to Victoria Business Park

- » Provision of a Burgess Hill to Haywards Heath cycle route
- » Connectivity between key destinations in Burgess Hill and the Northern Arc development of over 3,000 homes
- » Delivery of key elements of the Burgess Hill Green Circle Network
- » Improved infrastructure to support travel on foot, by bike, by bus and by electric vehicles.

## JANUARY-MARCH 2019

- ▶ **Government funding of £180,000 gives a boost to the One Public Estate (OPE) West Sussex programme.** OPE is a joint initiative between the Cabinet Office and the Local Government Association which aims to improve public services while reducing the amount of money spent on buildings by the public sector. OPE West Sussex brings together 23 public sector organisations to establish how their collective assets can be used more efficiently and effectively to help ensure best value for money for taxpayers. The programme will also help free up land for the development of housing, commercial and employment space to help support local economic growth. The new funding is in addition to £640,000 already received from Government since 2017.





## A STRONG, SAFE AND SUSTAINABLE PLACE



More than

1,000



households helped to switch to cheaper energy tariff by Your Energy Sussex.



WEST SUSSEX  
CROWD

In excess of

£125,000

has been pledged for good causes via West Sussex Crowd



£750,000

allocated to support homeless charities in the county

## APRIL–JUNE 2018

- ▶ **West Sussex County Council, alongside other members of the Sussex Air Quality Partnership, successfully bids for £105,900 from the Department for Environment, Food and Rural Affairs' (Defra) Air Quality Grant.** Along with other initiatives, the bid will be used for targeted interventions with 25 schools and businesses in the Air Quality Management Areas across Sussex to:
  - » Reduce engine idling during school drop-off and pick-up times
  - » Encourage walking and cycling to school
  - » Reduce local emissions from fixed and mobile plant
  - » Deliver eco-driver training to staff working in the 25 selected schools and businesses in the Air Quality Management Areas.
- ▶ **West Sussex County Council successfully works in partnership with Forces Connect South East to secure funding of £147,888 over two years to support armed forces veterans.** The grant – from the Ministry of Defence's Armed Forces Covenant Fund – will be used to enhance existing veteran drop-in centres and set up new ones in areas in the South East. As well as offering practical advice on jobs and housing, the centres foster friendships and help those with mental health difficulties or social care needs access the support they need.



- ▶ **The County Council distributes £140,133 in the latest round of Operation Watershed Active Communities Fund awards.** Ten projects will benefit from the fund, which supports local communities to help prevent flooding.
- ▶ **A partnership approach leads to a road safety boost for children and families in Thakeham.** The Ellie Thornton Foundation, together with Thakeham Primary and neighbouring Steyning Grammar, have funded a school crossing patrol body camera, which aims to help improve safety and prevent abusive behaviour by road users.
- ▶ **Your Energy Sussex – led by West Sussex County Council and supported by Sussex councils – helps more than 1,000 households switch to a cheaper energy tariff in just four months since its launch in February 2018.** It encourages more residents to become regular energy switchers, as well as offering consistently competitive prices for gas and electricity, excellent customer service and aims to keep customers on its best available energy tariff. It is run on a not-for-profit basis and uses any surplus income to support residents who are struggling to pay their energy bills. All electricity supplied to Your Energy Sussex customers is sourced from UK-based wind and solar generators. An average household switching to Your Energy Sussex's new, 12-month fixed tariff from their energy supplier's 'standard variable' tariff could save more than £200.

## JULY–SEPTEMBER

- ▶ **Crawley Fire Station holds its third summer safety BBQ at Tilgate Park.** Around 2,000 people attended the day to receive safety advice from West Sussex Fire and Rescue Service (WSFRS), and also from the Hazardous Area Response Team who gave lessons in CPR, as well as Sussex Police, the RSPCA and the RNLI. An amazing £1,166 was raised for local seven year old girl, Ebonie Musselwhite, to help towards funding treatment for her rare form of acute leukaemia.



## A STRONG, SAFE AND SUSTAINABLE PLACE

- ▶ **A new fleet of four electric vehicles is introduced at County Hall in Chichester for staff to use when making essential business trips.** This is one of West Sussex Council County's steps to improve air quality and reduce carbon emissions.
- ▶ **Most of 2018's pavement reconstruction programme is complete – on budget and ahead of schedule** – with improvements totalling £1.5million being made so far this year. The programme incorporates five main elements: reconstruction, surface treatment, town centre enhancements, dropped crossings for pedestrians and small-scale repairs.
- ▶ **An airline is fined for allowing dogs to illegally land at Gatwick Airport on multiple occasions.** West Sussex Trading Standards team built a case against the airline resulting in them being ordered to pay nearly £10,000.
- ▶ **Westhampnett solar farm opens at a former landfill site at Westhampnett near Chichester.** The 7.4MW solar farm is capable of powering 2,400 homes with renewable electricity and generating revenue for the next 25 years. It is the first solar farm in public ownership to be developed without the need for Government incentives, or feed in tariffs. This has been achieved by installing a number of large batteries on site which store surplus electricity during the day and export it to the grid when it is in greatest demand. The County Council opened its first solar farm in 2015 at Tangmere and is committed to increasing the amount of renewable energy generated and used in the county through its Energy Strategy.



## OCTOBER–DECEMBER

- ▶ **Community action drives a major flood diversion project for Almodington village, where residents and local landowners provided detailed knowledge of the local topography and water flows.** The project was funded through £52,500 from the County Council's Operation Watershed scheme, £15,000 from the Environment Agency and was actively supported by Earnley Parish Council.
- ▶ **A new approach to supporting victims and survivors of domestic abuse is launched in West Sussex.** The partnership between West Sussex County Council, UK wide domestic abuse charity SafeLives, and specialist frontline services makes West Sussex one of only two 'Beacon' sites in the country to pilot the work. The three-year programme adopts a whole family approach and has been developed by survivors of domestic abuse. It provides a package of support for individuals and families, providing specialist support to children and young people, as well as people who are drug or alcohol dependent or who have mental health issues. It also provides support to people who are still in a relationship or living with the perpetrator of abuse.
- ▶ **West Sussex Crowd – our online crowdfunding platform** – has seen more than 20 good causes successful in their fundraising campaigns since launching in May. In excess of £125,000 has been pledged across all projects from just under 700 supporters, one of these being the County Council's Community Initiative Fund (CIF) which has contributed over £34,000 to the total so far. West Sussex Crowd welcomes ideas from individuals, charities, groups and volunteer organisations, and aims to improve the wellbeing of local communities.

- ▶ **Louise Goldsmith Leader of West Sussex County Council, along with Tom Tugendhat MP for Tonbridge and Malling and former Serviceman, and local MP Nick Gibb visit the Littlehampton Armed Forces and Veterans Breakfast Club (AFVBC).** The AFVBC provides an informal setting and support for veterans, members of the Armed Forces and their families to meet up. The County Council currently holds the Defence Employer Recognition Scheme silver award status.
- ▶ **The West Sussex Solar Power for Schools Programme significantly increases the number of West Sussex schools generating renewable electricity from their own solar panels this year.** The solar panel systems have been installed at 80 schools enabling them to reduce their energy costs and impact on the environment. The solar panels are funded, owned and maintained by the County Council and the schools buy the electricity at a reduced rate compared to grid electricity. Further work is also underway to pilot a battery storage solution for schools and develop energy efficiency projects, including low-energy lighting upgrades.



## JANUARY–MARCH 2018

- ▶ **After listening to feedback from the community,** West Sussex County Council Cabinet allocate £750,000 in transitional funding to support homeless charities in the county. The money will help homeless charities transition to new ways of working.
- ▶ **More than 100 highway maintenance schemes have been completed across West Sussex,** funded by the Department for Transport's (DfT) £6 million capital injection, and a further 98 projects are planned by West Sussex Highways, or have already been started. To date, the programme has completed approximately:
  - » 75,600 square metres of road resurfacing
  - » 40,900 square metres of surface dressing remedial work
  - » 7,500 square metres of footway reconstruction
- ▶ **The County Council's Community Safety and Wellbeing Team promotes 'a Safe Digital Life' designed to help keep young people safe online.** It includes information on general online safety as well as online grooming, gaming, cybercrime, serious organised crime, cyber bullying and mental health.
- ▶ **Public Health England (PHE) awards West Sussex County Council and the charity Stonepillow £188,465 worth of capital funding to improve services for homeless people in Bognor Regis.** PHE announced more than £6 million worth of funding for various projects around the country to help make it easier for people to access help with alcohol problems. The funding will be used to redevelop and refurbish a purpose-built Resource Hub in Bognor Regis, open to homeless people within Bognor and the surrounding areas, and will see the design and re-construction of the building, as well as the redecoration and refurbishing, along with the purchase of items for a medical treatment room and IT suite.



## A STRONG, SAFE AND SUSTAINABLE PLACE

- ▶ **The County Council has been awarded an annual grant of £206,070** to support Voluntary and Community Sector Infrastructure Services in West Sussex from April 2019 for three years. This supports the role played by an active voluntary and community sector in enabling the building of stronger communities.
- ▶ **The County Council launches a new mobile app, 'Free Forces Connect'** to help members of the armed forces community in West Sussex by connecting them to local services and organisations offering support.
- ▶ **The County Council supports the REFILL practical tap water campaign to make refilling water bottles easy, convenient and cheap by introducing refill points in shops and businesses on every street.** The County Council has made available or installed five water fountains at four main hubs and one at Buchan Park (in conjunction with Friends of Buchan Park). The County Council is supporting eight 'Local Champions' – Horsham, Worthing, Shoreham, Arundel, Chichester, Bognor, Lancing and Mid Sussex; who have set up and are running schemes to help businesses get listed with the REFILL app; with a further two schemes soon to be launched. There is now at least one REFILL scheme operating in each district and borough.
- ▶ **The West Sussex Record Office is awarded a \$100,000 (£75,000) grant for its new Transatlantic Ties project by the US based Andrew W Mellon Foundation.** The project will promote the historical resources held at the Record Office connecting West Sussex and the US, which includes the 'Sussex Declaration', a rare copy of the US Declaration of Independence.
- ▶ **The Council adopts an Pollinator Action Plan, aiming to increase flower-rich habitats in our local environment,** helping support sustainable pollinator populations and making places more attractive for people to live and work in.
- ▶ **West Sussex Trading Standards orders a company importing and selling dangerous travel adaptors in the county to pay more than £6,000 in fines and costs.** The company was supplying the "ChargeWorx" brand world travel adaptor to Game Retail Ltd in Worthing. This investigation was part of a wider Trading Standards project looking at the safety of travel adaptors.





## INDEPENDENCE FOR LATER LIFE



**£787,411**

**allocated to Sussex Community Foundation  
Trust to help reduce the risk of falls**



**Delayed Transfers of Care (DToC)  
between hospital and home at lowest  
point in more than three and a half years.**



## INDEPENDENCE FOR LATER LIFE

### APRIL–JUNE 2018

- ▶ **West Sussex County Council, the local NHS and charity providers, including Carers Support West Sussex,** join forces for Carers Week, to recognise and celebrate the vital contribution unpaid carers make to families and communities.
- ▶ **An elderly couple from East Wittering are rescued from a fire in their home after emergency services were alerted to the incident through Chichester Careline, run by Chichester District Council.** Crews from East Wittering and Chichester, wearing breathing apparatus, extinguished the kitchen fire using hose reels and jets.
- ▶ **The new West Sussex Care Guide 2018/19 is launched.** It is full of useful information and advice about the adult social care services that are available around West Sussex. The guide lists day care providers, extra care provision, key contacts and provides a handy checklist for people choosing a domiciliary care or care home provider. It also acts as a directory for finding local care providers that are registered with the Care Quality Commission (CQC).

### JULY–SEPTEMBER

- ▶ **West Sussex County Council pledges its support to residents living with Motor Neurone Disease.** Amanda Jupp, the Cabinet Member for Adults and Health, led the signing of the Charter of the Motor Neurone Disease Association which demonstrates a commitment to supporting people living with the disease, and their carers in West Sussex. The charter outlines the respect, care and support that people living with Motor Neurone Disease and their carers can expect.
- ▶ **Adults visiting Burgess Hill day centre service now attend weekly visits to Edward House – an elderly care home.** The Buddy Outreach Group sees the adults with learning

disabilities leading activities such as bingo, quizzes, games and singing as well as forging friendships with some of the elderly residents.

- ▶ **West Sussex County Council's Meals on Wheels, serves free cream teas** to residents wanting to mark the royal wedding between Prince Harry and Meghan Markle at Windsor Castle.

### OCTOBER–DECEMBER

- ▶ **Firefighters in Shoreham welcome older residents to the fire station for a fire safety event to help them feel safe in their home.** Around 50 residents aged 60 and over attended the event, which coincided with International Day of Older Persons. The event involved attendees being taught kitchen fire safety, how to check smoke alarms, how to use an electric blanket, and top tips to keep safe at home.
- ▶ **The Youth Emotional Support service is recognised for the work it does in supporting the emotional wellbeing of young people.** The service is shortlisted for the Children and Young People Now Mental Health and Wellbeing award. The highly acclaimed 'Children and Young People Now' awards have become the 'gold standard' for everyone working with children, young people and families' and recognise those who 'strive day in day out to improve the lives of others'.





## JANUARY–MARCH 2019

- ▶ **West Sussex County Council allocates Sussex Community Foundation Trust £787,411 to help reduce the risk of falls among elderly residents and ease winter pressures on adult social care and health services.** A new 'Falls Champion' will carry out falls assessments, provide advice on prevention, appropriate services and equipment and offer home hazard assessments for patients who have been discharged from hospital following a fall-related admission.
- ▶ **West Sussex County Council launches a new website [www.proudtocarewestsussex.com](http://www.proudtocarewestsussex.com) to help those searching for jobs in the care sector across West Sussex.** West Sussex care providers will be able to advertise care jobs without charge on the website, providing a space for people to search for jobs as well as find out information on careers and see stories from local people working in care.
- ▶ **Data on Delayed Transfers of Care (DToc) between hospital and home shows that rates continue to decrease.** Figures for West Sussex are at their lowest point in more than three-and-a-half-years, exceeding the nationally set target. The County Council is continuing to further reduce DToc by commissioning increased care and support at home.
- ▶ **Occupational therapists Sophie Grantham and Katie Roobottom and Extra Care Housing co-ordinator Carrie Anderson bring three and four year olds from The Playcentre in Rustington to hour-long sessions with pensioners at Abbotswood Extra Care Housing in Rustington.** During the fortnightly sessions the youngsters played games and completed puzzles with their new older friends.
- ▶ **West Sussex County Council hosts its first 'Slipper Swap' as part of its Wellbeing Month.** Elderly residents are invited to trade in their old slippers for a new pair, free of charge.



The new initiative comes amid new figures showing there were 4,772 emergency hospital admissions due to falls in people aged 65 and over in West Sussex during 2017/18. Ill-fitting or old slippers pose a real risk of causing a fall.

- ▶ **The 2018 Annual Public Health report is published.** It outlines a joined-up approach for the council, the public, voluntary, community and private sector to realise positive health and wellbeing outcomes for the population of West Sussex.
- ▶ **The Chief Executive of Public Health England – Duncan Selbie – visits the County Council's Public Health team** to learn about the strong health and well-being partnerships that are being forged across West Sussex with the NHS, district and borough councils and others.
- ▶ **A gardener who defrauded an elderly lady of thousands of pounds is sentenced following an investigation by West Sussex Trading Standards.** Leonardus Nicolaas Koymans Jnr was sentenced to 24 weeks imprisonment suspended for 24 months. He was also ordered to pay £3,000 in compensation within six months. Koymans overcharged his 89 year old victim by £3,000, and claimed to have cancer to gain her sympathy.



A COUNCIL THAT WORKS  
FOR THE COMMUNITY



**votes counted in the Youth elections, resulted  
in 30 new members of the Youth Cabinet and  
7 new members of the Youth Parliament**



**council approves balanced budget for  
2019/20 with net expenditure of**

**£575.5M**

## APRIL–JUNE 2018

- ▶ **Young people aged 11-18 across West Sussex vote in the West Sussex Youth Parliament and Youth Cabinet elections.** 14,396 votes were counted which resulted in 30 new members being appointed to the Youth Cabinet and seven to the Youth Parliament. The newly elected members of the West Sussex Youth Cabinet took the chance to tour Parliament, where they were guided around the House of Lords and the House of Commons.
- ▶ **The rainbow flag flies from fire stations and West Sussex County Council buildings across the county, to mark International Day Against Homophobia, Biphobia and Transphobia (IDAHOBIT).** It sees the local authority unite with thousands of organisations around the world to celebrate the LGBT+ community.
- ▶ **West Sussex County Council celebrates Sussex Day on 16 June.** Throughout June the theme in every West Sussex library was 'Celebrate Sussex', where people could find travel guides and maps, local history titles and novels either written by Sussex authors or set in the county.

## JULY–SEPTEMBER

- ▶ **Sussex Youth Cabinet members share a platform with senior County Councillors and MPs to debate lowering the voting age to 16.** Votes at 16 is one of two key campaigns for the Youth Cabinet, which is made up of 11-18 year olds elected to represent young people in West Sussex. Gillian Keegan, MP for Chichester, and Sir Peter Bottomley, MP for Worthing West, attended and joined in the discussion. A vote was taken, with a resounding victory in favour of the motion to give 16 and 17 year olds the vote; 24 in favour, 8 against and 3 abstentions. From here, the Youth Cabinet will propose a formal motion for their senior counterparts to debate at their Full Council meeting later this year.

## OCTOBER–DECEMBER

- ▶ **Feedback from this years' 'What Matters to You?' survey is analysed.** The survey is run by West Sussex County Council and asked residents across the county for their views on how more than £500 million worth of taxpayers' money should be spent on council services and what its main priorities should be. Findings show that of the 2,400 respondents, 70% were happy with West Sussex as a place to live, work and visit, however overall satisfaction and value for money of council services is low. Overall, there continues to be a high level of support for an increase in council tax to continue to help pay for vital services.
- ▶ **The County Council continues to work with Adur and Worthing Councils and Coastal West Sussex Clinical Commissioning Group on the 'Going Local' social prescribing project.** 'Going Local' operates from six participating GP surgeries in Adur and Worthing, and patients are referred to the project if they think non-medical problems such as housing, employment or financial worries may be impacting on their health.
- ▶ **Four Youth Parliament members from West Sussex put their skills to the test in a lively House of Commons debate chaired by the Speaker of the House Rt Hon John Bercow MP.** All the 11-18 year old UK Youth Parliament members involved voted to decide which two issues would become their priority campaigns for next year. In one of the largest youth consultations of its kind in UK history, this year's Make Your Mark campaign saw 1,106,788 young people take part – with one in five of all 11-18 year olds voting. In West Sussex a record 21,206 young people voted in the ballot, eclipsing last year's by more than 6,000.



## A COUNCIL THAT WORKS FOR THE COMMUNITY



Members of the Youth Cabinet with Louise Goldsmith during our Takeover Challenge Day

- ▶ **A successful West Sussex project to commemorate the First World War is recognised at a national service of thanksgiving on Remembrance Day.** Two West Sussex County Council employees who worked on the project were invited to attend the service at Westminster Abbey, and more than two hundred people, mainly volunteers, came together to create a book, a website and an exhibition based on photographs, documents and case studies from the period.
- ▶ **The County Council participated in a Local Government Association (LGA) Peer Challenge.** The team evaluated the council's: understanding of local place and priority setting; leadership of place; financial planning and viability; organisational leadership and governance; and capacity to deliver. The team found that there was a real passion for the place and understanding of its context within the region and that the West Sussex Plan is widely understood with staff at all levels generally aware of key priorities. However, they also found that our children's services were fragile and we could work better with partners. Work is now underway to act on the feedback from our local government peers.
- ▶ **Members of the Youth Cabinet gain insight into the working day of a County Council Cabinet Member at our Takeover Challenge Day.** The national event, led by the Children's Commissioner for England, offers children and young people the chance to experience the world of work whilst the adult gains a young person's perspective on what they do. Takeover Challenge is one of a number of opportunities to enable closer engagement between members, West Sussex MPs and the Youth Cabinet, offering a chance for young people to see local and national politicians at work.
- ▶ **West Sussex local authorities were one of only 15 areas chosen by Government to pilot 75% Business Rates Retention in England.** This will lead to around £19 million being retained locally and it will be invested in improving the county's rural digital infrastructure.
- ▶ **West Sussex County Council announces the 'Living Our Values Everyday' staff award winners.** See page 28 for details of all the winners.

## JANUARY–MARCH 2019

- ▶ **West Sussex County Council approves a balanced budget for 2019/20 with a net expenditure of £575.5 million to deliver key services.** The council also agreed significant investments to support the delivery of the priority areas of the West Sussex Plan including additional investment in children and young people's services and helping keep older people living independently for longer. Since 2010, the council has saved more than £200 million while Government funding has been cut by £145 million. The County Council faced a challenging financial gap of £45.4 million for 2019/20 alone, due to increasing demand on social care services and a continued reduction in central Government funding.
- ▶ **A new cohort of recruits joins the County Council's apprenticeship scheme bringing the total number currently underway to 90.** The most popular apprenticeships in the organisation are; supporting Teaching and Learning in schools, Business and Administration and Infrastructure Technician.
- ▶ **The County Council is shortlisted for the Children's Services and Community Involvement awards at this year's Local Government Chronicle Awards.** The Leader and officers provided presentations on the work to judges in January.
- ▶ **The Mayor of Chartres in France visits Chichester to mark 60 years since the two cities signed a twinning arrangement.** Chartres is 50 miles southwest of Paris and is famous world-wide for its cathedral. To celebrate the anniversary, Mayor of Chartres, Jean- Pierre Gorges, Mayor of Chichester, Martyn Bell, and the Leader of West Sussex County Council, Louise Goldsmith, joined together to tour several sites. Martyn Bell and Jean- Pierre Gorges also signed a reaffirmation document to renew the twinning arrangement.

- ▶ **As part of the County Council's Capital Strategy the council has invested in two commercial properties for income generation / revenue return.** The two top A1 grade offices in Manor Royal Crawley and Hove are now bringing in revenue income in excess of £700,000 per annum after borrowing costs have been applied, allowing frontline services to be protected.
- ▶ **West Sussex Record Office is presented with a national award, putting it in the top 6% of archives in the country.** National Archive Service Accreditation is the UK quality standard, awarded to a select number of Record Offices, which recognises good performance in all areas of archive service delivery. The Record Office houses over eight miles of shelving containing archives dating back to 780AD. It also runs a Records Management Service for West Sussex County Council. Collections include the great estate and family archives of the county, Chichester Cathedral and Diocese, The Royal Sussex Regiment, the records of church and chapel, towns and villages, businesses and schools.



West Sussex Record Office recognised in the top 6% of archives in the country

## STAFF AWARDS WINNERS 2018



**CUSTOMER CENTRED  
CATEGORY**

**Maisie Howe  
Provider Services**

**GENUINELY VALUED  
CATEGORY**

**Kelly Pierce  
Consultant Midwife**

**HONEST AND REALISTIC  
CATEGORY**

**Thomas Strivens  
CAFHE Transformation Team**

**LISTEN AND ACT UPON  
CATEGORY**

**Connie Leatherland  
HR and Organisational Change**

**TRUST AND SUPPORT  
CATEGORY**

**Linda Warwick –  
Information Services**

**MANAGER OF THE  
YEAR CATEGORY**

**Jane Moseley**

**NEWCOMER OF THE YEAR  
CATEGORY**

**Julie Robinson**

**PARTNERSHIP WORKING OF  
THE YEAR CATEGORY**

**The Partnerships and  
Communities Team**

**TEAM OF THE YEAR  
CATEGORY**

**The Sustainability Team**

**SPECIAL RECOGNITION  
CATEGORY**

**Fostering North Team Two**



Some of the winners who attended the 'Living Our Values Everyday' staff awards

★ ★ ★ ★ ★  
**LIVING  
OUR VALUES  
EVERY DAY  
AWARDS**

**CUSTOMER CENTRED CATEGORY**

**Maisie Howe – Provider Services**



Maisie's work empowers her customers to be independent and enables choice by building supportive and empowering relationships. During her Diploma Level Three in Adult Care Maisie was observed supporting a customer with her weekly grocery shopping. She supported the customer to make cost-effective choices by helping compare prices, asking about flavours, and giving samples to smell. The customer clearly felt very comfortable with Maisie's support, and that nothing was too much trouble. Her conscientious approach and understanding of the importance of enabling and ensuring independence is a brilliant example.

**GENUINELY VALUED CATEGORY**

**Kelly Pierce – Consultant Midwife**



Kelly led on the development and introduction of Family Assist, a new Oracle-based portal delivering information and specific advice on health topics to families. Bringing such a complex project to fruition required outstanding planning, leadership, collaborative working and perseverance – all of which Kelly demonstrated. Her leadership won her an Oracle UK 'Customer Excellence' award in the 'Personal Leadership' category. These prestigious national Awards recognise Oracle customers who have excelled in driving forward successful, ground-breaking solutions using its technology. Kelly was awarded a charity donation of £10,000 to a charity of her choice, and chose Cancer Research UK.

**HONEST AND REALISTIC CATEGORY**

**Thomas Strivens –  
CAFHE Transformation Team**



Tom went above and beyond his duties to deliver the Adults' Services Peer Review Assessment to a high standard. Despite not having experience in inspection preparation work, Tom rose to the challenge and submitted a 60-page document which recognised and balanced strengths, weaknesses and areas for development. He took hundreds of pieces of information and challenged people to demonstrate their assertions about making a difference to ensure it could be included. He worked late into the night on two consecutive nights, taking personal responsibility for getting the assessment done.

**LISTEN AND ACT UPON CATEGORY**

**Connie Leatherland –  
HR and Organisational Change**



Connie plays a key role in the workforce team supporting recruitment for Children's Social Care. Her supportive solution-focused approach has enabled the service to improve the experience of people going through the recruitment process. Feedback says that Connie ensures any issues arising are promptly dealt with, and thanks to Connie, new employees are starting with all they need in place from day one.

**TRUST AND SUPPORT CATEGORY**

**Linda Warwick – Information Services**



Linda managed her team through a difficult time while on secondment. She reassured staff during uncertain times and started the recruitment process and training of new staff. One day, a fight broke out in the library between some young people. Linda took charge of the situation and acted quickly, while ensuring staff were okay. The following day she stayed at work for an extra five-and-a-half hours until the library closed to support staff, and to ensure there was no reoccurrence of the situation. The staff really appreciated Linda staying late, as well as the additional support that she provided over the days that followed.

## STAFF AWARDS WINNERS 2018



### MANAGER OF THE YEAR CATEGORY

#### **Jane Moseley**

Jane was nominated for her supportive and kind approach and for aiding the progress of her team while ensuring their voices are heard. Her nominator said, *"Jane is someone who earns respect and trust, through the way she encourages you, to the way she challenges you, she will always maintain a strong relationship with her staff. As part of this she makes every member of her team feel valued and represents the council and its core values consistently – setting a high example for those around her. Had Jane not been the manager of this team, for me personally I wouldn't be in this position of self-confidence I am today. She will always strive to encourage someone to believe in themselves and to me that's the mark of a truly great manager."*

### NEWCOMER OF THE YEAR CATEGORY

#### **Julie Robinson**

Julie was acknowledged for her high-quality performance, 'can-do/why-not' attitude and her commitment to living our values every day. Her nominator said: *"Julie joined the Sustainability Team and from the moment she arrived she has been a breath of fresh air. She enthusiastically picked up the REFILL initiative (free tap water refills) and demonstrated her networking skills across the county – receiving great feedback from the external regional co-ordinator. When she comes across potential barriers she is quick to think of alternatives. Her skills and positive attitude were recognised at the highest level as she was offered the opportunity for a secondment to the Accelerates Team within four months of joining the team. We were delighted to welcome her back to our team this summer, and she has brought new insight and thinking back to our team."*

### PARTNERSHIP WORKING OF THE YEAR CATEGORY

#### **The Partnerships and Communities Team**

The Partnerships & Communities Team (P&CT) has led on the Unlocking the Power of Community Programme – working in collaboration with key partners in resetting the council's relationship with the Voluntary and Community Sector (VCS). The team initiated and led the discussions around a truly co-designed set of partnership principles in collaboration with the Voluntary Community Sector, to ensure a common set of goals were achieved such as delivering partnership events and a survey of over 1,000 community groups across West Sussex. This is a great example of service delivery and the team are excellent advocates of the 'Whole Council' approach.

**The team is made up of Debra Balfour, Susan Barnes, Kathryn Brooks, Terina Bryant, Joanna Cooke, Neil Cotton, Sue Furlong, Peter Lawrence, Tracey Light, Matthew Lovelock, Michelle Martin, Judith Packer, Darren Rolfe, Lydia Schilbach, Gulu Sibanda, Cali Sparks, Dean Wadey and Thomas Weedon.**



#### TEAM OF THE YEAR CATEGORY

##### **The Sustainability Team**

Working together effectively and efficiently to increase the sustainability of council services, the Sustainability Team have helped introduce electric vehicles and chargers to our pool car fleet, and create a county-wide air quality action plan. They have also successfully enabled the launch of several REFILL schemes across the county. Always taking a collaborative approach to their work, they have showed perseverance and commitment to resolving issues. One example of their work – the Air Quality Plan – involved working with service colleagues, all our district and boroughs, elected Members and the Sussex-Air group. The final plan has received positive endorsement and recognition from colleagues, elected members and members of the public.

**The team is made up of Catherine Cannon, Margaret Enstone, Ruth O'Brien and Julie Robinson.**

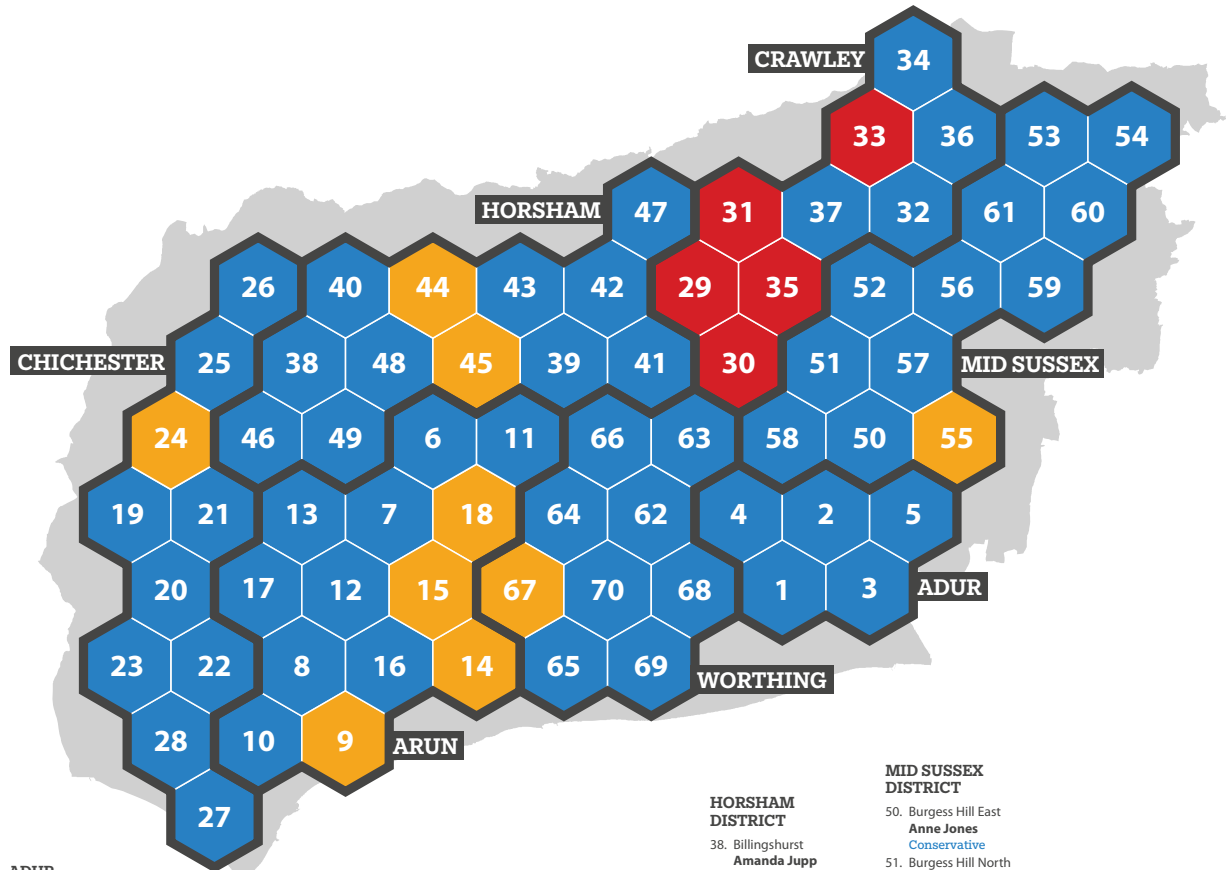
#### SPECIAL RECOGNITION CATEGORY

##### **Fostering North Team Two**

The Fostering North Team Two were recognised for their hard work and dedication throughout a difficult year. The whole team are very child-centred; they manage and support their foster carers, friend and family carers, as well as private foster carers, while providing support to the wider service. They have had extra pressure this year, to reduce placements made in the independent sector. This has meant supporting carers where placements falling outside of their preferences have been made. The support they provide to their carers always goes the extra mile. At times when carers are feeling challenged and at the point of giving up on the child the team offers great support and guidance to help carers to manage and therapeutically parent in the most difficult circumstances. **The team is made up of Rebecca Sims, Helena Edmonds, Agnieszka Nowak and Sarah Thomas.**



# COUNCIL STRUCTURE AND CABINET



**ADUR DISTRICT**

1. Lancing  
**Ann Bridges**  
Conservative
2. Shoreham North  
**Debbie Kennard**  
Conservative
3. Shoreham South  
**Kevin Boram**  
Conservative
4. Sompting & North Lancing  
**George Barton**  
Conservative
5. Southwick  
**David Simmons**  
Conservative

**ARUN DISTRICT**

6. Angmering & Findon  
**Deborah Urquhart**  
Conservative
7. Arundel & Courtwick  
**Gary Markwell**  
Conservative
8. Bersted  
**David Edwards**  
Conservative
9. Bognor Regis East  
**Francis Oppler**  
Liberal Democrat

10. Bognor Regis West & Aldwick  
**Ashvin Patel**  
Conservative
11. East Preston & Ferring  
**Roger Elkins**  
Conservative
12. Felpham  
**Hilary Flynn**  
Conservative
13. Fontwell  
**Derek Whittington**  
Conservative
14. Littlehampton East  
**James Walsh**  
Liberal Democrat
15. Littlehampton Town  
**Ian Buckland**  
Liberal Democrat
16. Middleton  
**Jacky Pendleton**  
Conservative
17. Nyetimber  
**Dawn Hall**  
Conservative
18. Rustington  
**Daniel Purchase**  
Liberal Democrat

**CHICHESTER DISTRICT**

19. Bourne  
**Viral Parikh**  
Conservative
20. Chichester East  
**Simon Oakley**  
Conservative
21. Chichester North  
**Jeremy Hunt**  
Conservative
22. Chichester South  
**Jamie Fitzjohn**  
Conservative
23. Chichester West  
**Louise Goldsmith**  
Conservative
24. Midhurst  
**Kate O'Kelly**  
Liberal Democrat
25. Petworth  
**Janet Duncton**  
Conservative
26. Rother Valley  
**David Bradford**  
Conservative
27. Selsey  
**Carol Purnell**  
Conservative
28. The Witterings  
**Pieter Montyn**  
Conservative

**CRAWLEY BOROUGH**

29. Bewbush & Ifield West  
**Chris Oxlade**  
Labour
30. Broadfield  
**Brian Quinn**  
Labour
31. Langley Green & Ifield East  
**Brenda Smith**  
Labour
32. Maidenbower & Worth  
**Bob Lanzer**  
Conservative
33. Northgate & West Green  
**Sue Mullins**  
Labour
34. Pound Hill  
**Richard Burrett**  
Conservative
35. Southgate  
& Gosspis Green  
**Michael Jones**  
Labour
36. Three Bridges  
**Charles Petts**  
Conservative
37. Tilgate & Furnace Green  
**Duncan Crow**  
Conservative

**HORSHAM DISTRICT**

38. Billingshurst  
**Amanda Jupp**  
Conservative
39. Bramber Castle  
**David Barling**  
Conservative
40. Broadbridge  
**Christian Mitchell**  
Conservative
41. Henfield  
**Lionel Barnard**  
Conservative
42. Holbrook  
**Peter Catchpole**  
Conservative
43. Horsham East  
**Andrew Baldwin**  
Conservative
44. Horsham Hurst  
**Nigel Dennis**  
Liberal Democrat
45. Horsham Riverside  
**Morwen Millson**  
Liberal Democrat
46. Pulborough  
**Pat Arculus**  
Conservative
47. St Leonards Forest  
**Liz Kitchen**  
Conservative
48. Southwater & Nuthurst  
**Nigel Jupp**  
Conservative
49. Storrington  
**Paul Marshall**  
Conservative

**MID SUSSEX DISTRICT**

50. Burgess Hill East  
**Anne Jones**  
Conservative
51. Burgess Hill North  
**Andrew Barrett-Miles**  
Conservative
52. Cuckfield & Lucastes  
**Pete Bradbury**  
Conservative
53. East Grinstead Meridian  
**Liz Bennett**  
Conservative
54. East Grinstead South & Ashurst Wood  
**Jacque Russell**  
Conservative
55. Hassocks & Burgess Hill South  
**Kirsty Lord**  
Liberal Democrat
56. Haywards Heath East  
**Stephen Hillier**  
Conservative
57. Haywards Heath Town  
**Sujan Wickremaratchi**  
Conservative
58. Hurstpierpoint & Bolney  
**Joy Dennis**  
Conservative
59. Imberdown  
**Heidi Brunson**  
Conservative
60. Lindfield & High Weald  
**Andrew Lea**  
Conservative
61. Worth Forest  
**Bill Acraman**  
Conservative

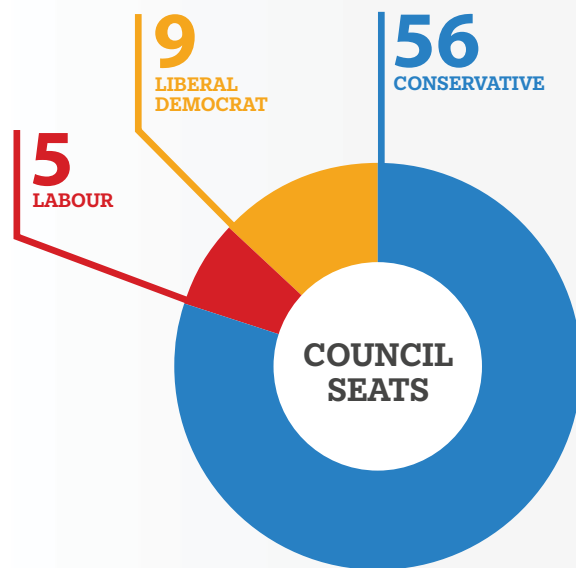
**WORTHING BOROUGH**

62. Broadwater  
**Bryan Turner**  
Conservative
63. Cissbury  
**Elizabeth Sparkes**  
Conservative
64. Durrington & Salvington  
**Noel Atkins**  
Conservative
65. Goring  
**Steve Waight**  
Conservative
66. Northbrook  
**Sean McDonald**  
Conservative
67. Tarring  
**Bob Smytherman**  
Liberal Democrat
68. Worthing East  
**Roger Oakley**  
Conservative
69. Worthing Pier  
**Michael Cloake**  
Conservative
70. Worthing West  
**Paul High**  
Conservative

**The County Council is made up of 70 councillors (sometimes called members) who are each elected every four years to represent one electoral division.**

Functions are allocated across the full council itself, the Cabinet and a range of committees. Many functions are delegated from the Cabinet and committees to officers.

The West Sussex Cabinet (the 'Executive') has 9 members selected from the Conservative majority. The Cabinet proposes the key policy decisions of the council, which are subject to agreement by the full County Council. Each member is allocated a portfolio of work for which they take personal responsibility. Most decisions will be made by Cabinet Members individually.



**Louise Goldsmith**  
Leader of the  
County Council



**Richard Burrett**  
Cabinet Member for  
Education and Skills  
and Deputy Leader



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



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



**Bob Lanzer**  
Cabinet Member for  
Corporate Relations



**Deborah Urquhart**  
Cabinet Member for  
Environment



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



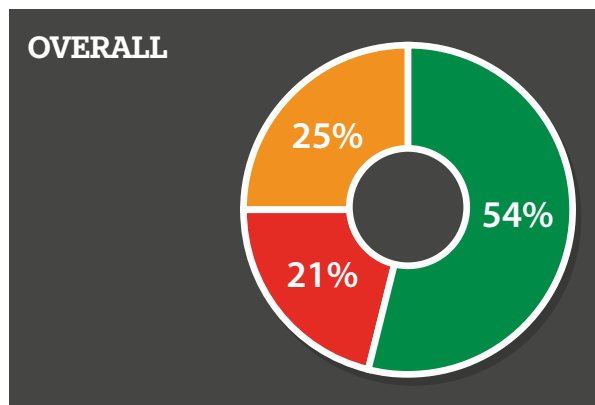
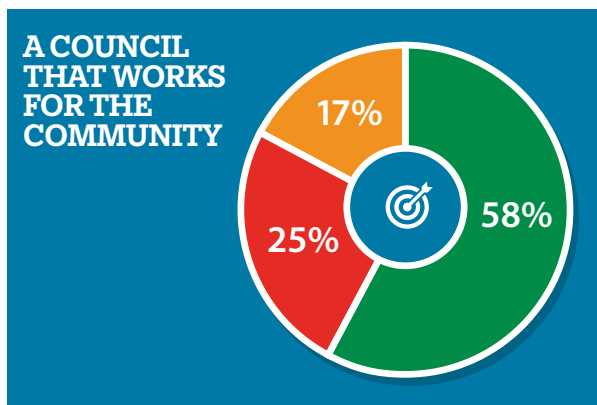
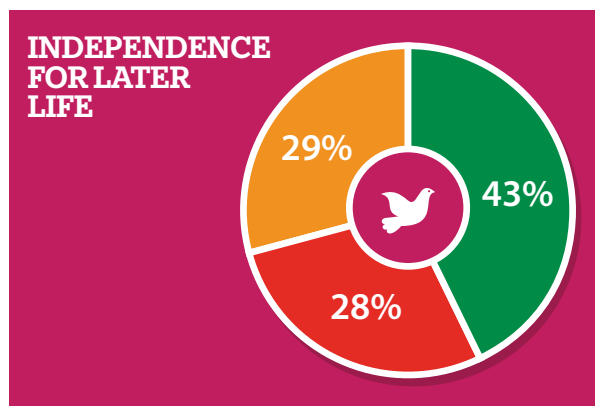
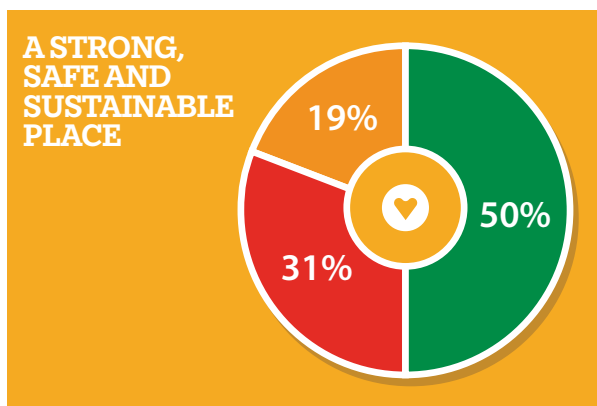
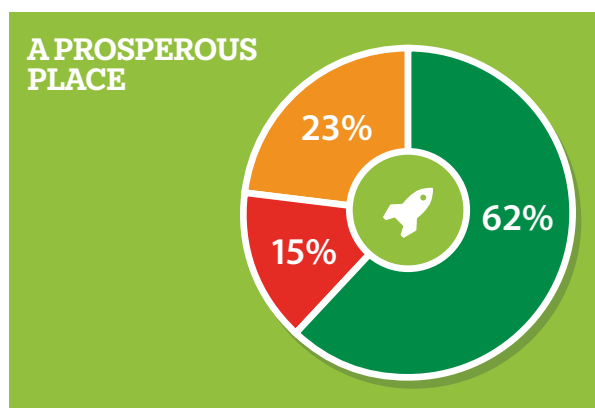
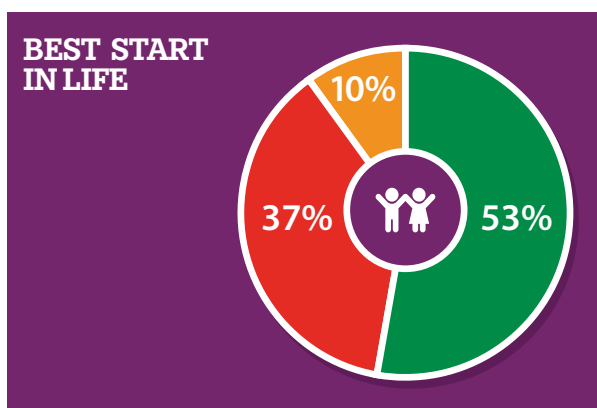
**Roger Elkins**  
Cabinet Member  
for Highways and  
Infrastructure



**Debbie Kennard**  
Cabinet Member  
for Safer, Stronger  
Communities

## PERFORMANCE 2018-19

### West Sussex Plan targets



For live information about how we're performing visit [performance.westsussex.gov.uk](https://performance.westsussex.gov.uk)

## West Sussex Plan targets not met

Target	Why have we missed our target	What are we doing to put it right
<b>BEST START IN LIFE</b>		
<p><b>9</b> West Sussex children subject to Child Protection Plan for 2 years or more</p>	<p>We are not delivering our ambitions for many West Sussex children who need our support. This is particularly the case for children who are looked after.</p>	<p>We are putting in place an improvement team to deliver the Ofsted recommendations and to make sure that our social work practice improves and delivers better outcomes for looked after children.</p> <p>As part of our response to Ofsted and as required by the Department for Education (DfE) we are developing an improvement plan which is overseen, monitored and challenged by our Children's Services Improvement Board which has an independent Chair. The Board will have a focus on seeing improvement in the quality of plans for looked after children.</p>
<p><b>20</b> Attainment of disadvantaged pupils is in line with their peers</p>	<p>Performance links directly to a small number of poorer performing schools/academies</p>	<p>We have increased the challenge on data relating to disadvantaged pupils and additional visits from our school effectiveness team and carefully focused interventions have been implemented in targeted schools where disadvantaged pupils are just below thresholds to boost progress. School-to-school support projects including support from our secondary teaching schools have been focused on improving effectiveness of schools through our Area Inclusion and Improvement Board and Strategic Improvement Fund grant funding initiatives, targeting specific low-performing schools. These projects are being monitored closely for improved impact on performance.</p>

## PERFORMANCE 2018–19

### West Sussex Plan targets not met

Target	Why have we missed our target	What are we doing to put it right
<b>A PROSPEROUS PLACE</b>		
<b>21 Business start-ups as a percentage of total active businesses</b>	<p>The number of business start-ups in West Sussex has fallen over the year 2016-2017, as it did across all county and unitary authorities in the South East. However in comparative terms we rose in ranking to 6th from 8th against our statistical neighbours.</p> <p>Whilst the decline has occurred against a backdrop of the slowing of the economy nationally as well as uncertainty around the UK's future relationship with the EU, the trend in West Sussex has occurred at a time of falling unemployment and increased employment rates.</p>	<p>Our ambition is to move to the top quartile, through progressing the West Sussex Economic Growth Plan 2018 – 2023 with activities including the provision of start-up space e.g. Bognor and Horsham business park.</p>
<b>30 Apprentices in West Sussex</b>	<p>The introduction of new apprenticeship standards has been delayed by the Government, thus reducing the number of opportunities for apprentices and employers.</p>	<p>We will press Government to improve its Apprenticeship Scheme and implement the recommendations made in the National Audit Office report of March 2019.</p>

For live information about how we're performing visit [performance.westsussex.gov.uk](http://performance.westsussex.gov.uk)

Target	Why have we missed our target	What are we doing to put it right
<b>A STRONG, SAFE AND SUSTAINABLE PLACE</b>		
<p><b>7 Emergency Hospital Admissions for Intentional Self-Harm, per 100,000 population</b></p>	<p>As self-harm is due to multiple and inter-related risk factors, there is no single or simple approach that impacts on this area. As the indicator only measures activity at the upper end of the pathway, i.e. hospital admissions, it is difficult to assess the effect of preventative interventions which may have an effect downstream.</p>	<p>We are continuing to commission (with our NHS partners) a comprehensive set of interventions across the pathway, from prevention, through to early intervention and then on to more specialist clinical services. We are also producing a rapid health needs assessment to identify key local drivers and priority areas for action, commissioning a whole school emotional wellbeing service, recruiting a dedicated self-harm post and ensuring that West Sussex and Sussex and East Surrey Sustainability and Transformation Partnership suicide prevention activity is aligned with this area.</p>
<p><b>34 Air Quality is improving in Air Quality Management Areas</b></p>	<p>This could be due to a number of factors such as weather variations and volume of traffic.</p>	<p>Each district or borough with an Air Quality Management Area is required to produce and deliver an action plan. All districts and boroughs are, with West Sussex County Council, members of Sussex-air and all West Sussex authorities are members of the Inter-Authority Air Quality Group. Our Sustainability Team and Public Health Team are co-producing a long-term behaviour change strategy.</p>

## PERFORMANCE 2018–19

### West Sussex Plan targets not met

Target	Why have we missed our target	What are we doing to put it right
<b>A STRONG, SAFE AND SUSTAINABLE PLACE</b>		
36 People killed or seriously injured (KSI) in road traffic accidents	This is an extremely challenging target for us, and one where interventions by the County Council will take time to impact upon outcomes.	<p>We will re-focus our investments to ensure safety is our key driver by allocating £600,000 in the advance delivery programme to introduce a number of schemes.</p> <p>These include: reconfiguration of a mini roundabout junction in Haywards Heath, re-profiling and resurfacing a bend on the B2133 Hughes Hill, installation of high friction surfacing on the approaches to Cray Lane level crossing, design of a right turn facility on the A285 New Road Boxgrove, completion of the £2.4m grant funded road safety scheme to introduce a safety edge on the A285 between Halnaker and Petworth.</p> <p>In terms of behavioural change we are: training 1,0000 school pupils at level 1&amp;2 BikeAbility training, working with the Sussex Safer Roads Partnership to deliver initiatives including Theatre in Education productions, distributing the 'Step Up' leaflet to all primary schools and giving road safety advice to children starting secondary school in September, running three events giving cyclists the view from the lorry cab and the development of a West Sussex County Council Facebook account dedicated to road safety.</p>

For live information about how we're performing visit [performance.westsussex.gov.uk](http://performance.westsussex.gov.uk)



Target	Why have we missed our target	What are we doing to put it right
--------	-------------------------------	-----------------------------------

### A STRONG, SAFE AND SUSTAINABLE PLACE

<p><b>38</b> Households living in temporary accommodation per 1,000 households</p>	<p>Full-service roll-out of Universal Credit across the county is making the private rented sector reluctant to rent out properties to families reliant on this benefit to pay the rent.</p> <p>Reduced access to private rented accommodation is putting pressure on local authorities to source alternative housing solutions for homeless or potentially homeless families.</p>	<p>We have created a new two-year Strategic Housing role to jointly work with district &amp; borough housing authorities, co-ordinating activity and making best use of the resources available.</p> <p>Within the countywide Strategic Housing Partnership led by the district &amp; borough councils, West Sussex County Council is supporting regular assessment of the homelessness situation. In addition, with partners it is exploring the feasibility of shared use of temporary accommodation, taking a unified approach to working with the private rented sector in West Sussex and other initiatives such as the development of modular housing to tackle the pressures on accommodation.</p>
<p><b>39</b> Average time between a child entering care and moving in with their adoptive family</p>	<p>We are not delivering our ambitions for many West Sussex children who need our support.</p> <p>This is particularly the case for children who are looked after and there is poor permanent planning for our children and in the lack of use of a foster to adopt approach. This is exacerbated by high caseloads and a high turnover of staff at all levels.</p>	<p>We are putting in place an improvement team to deliver the Ofsted recommendations and to ensure that our social practice improves and delivers better outcomes for looked after children.</p> <p>As part of our response to Ofsted and as required by the Department for Education we are developing an improvement plan which is overseen, monitored and challenged by our Children's Services Improvement Board which has an independent chair. The Board will have a focus on seeing improvement in the quality of plans for looked after children, timescales for action and demonstration of improved outcomes.</p> <p>As part of this improvement plan there will be a focus on enabling children to experience permanence. We have already reviewed some of our policies on fostering and adoption and made immediate changes for example, the confirmation of permanence timescale. The improvement plan will have a significant focus on fostering and adoption in response to Ofsted's comments.</p>

## PERFORMANCE 2018–19

### West Sussex Plan targets not met

Target	Why have we missed our target	What are we doing to put it right
<b>INDEPENDENCE FOR LATER LIFE</b>		
<b>51</b> People who use services who say that those services have made them feel safe and secure	Performance varies as the question is subjective and the responses change depending on local perceptions around all services, it is important we look at what makes people feel safe both in and outside of their home.	We are working with our Community Safety teams and partners, to improve people's knowledge both of the level of safety and how to stay safe in their local area.  All teams have activities planned throughout the coming year to ensure services are monitored and we can identify improvements and so improve this indicator. Activities include; the Safer West Sussex Partnership, publishing the West Sussex Community Safety Agreement for 2019/20, a Get Safe online monthly campaign with Sussex Police.
<b>55</b> Social isolation – adult social care users who have as much social contact as they would like	This is due to a combination of increased numbers of elderly residents and we have not fully recognised how to improve this target. To do this we need a whole Council approach.	The new approach now includes developing Community Hubs, working with Public Health colleagues, the Fire and Rescue Service, changing and developing adult social care to help identify and support both customers and carers, providing spaces and areas where people can chat. Activities include; strategic reviews of West Sussex Social Support contracts, developing a bereavement pathway with the aim of reducing social isolation and ensuring people are aware of the different types of support.

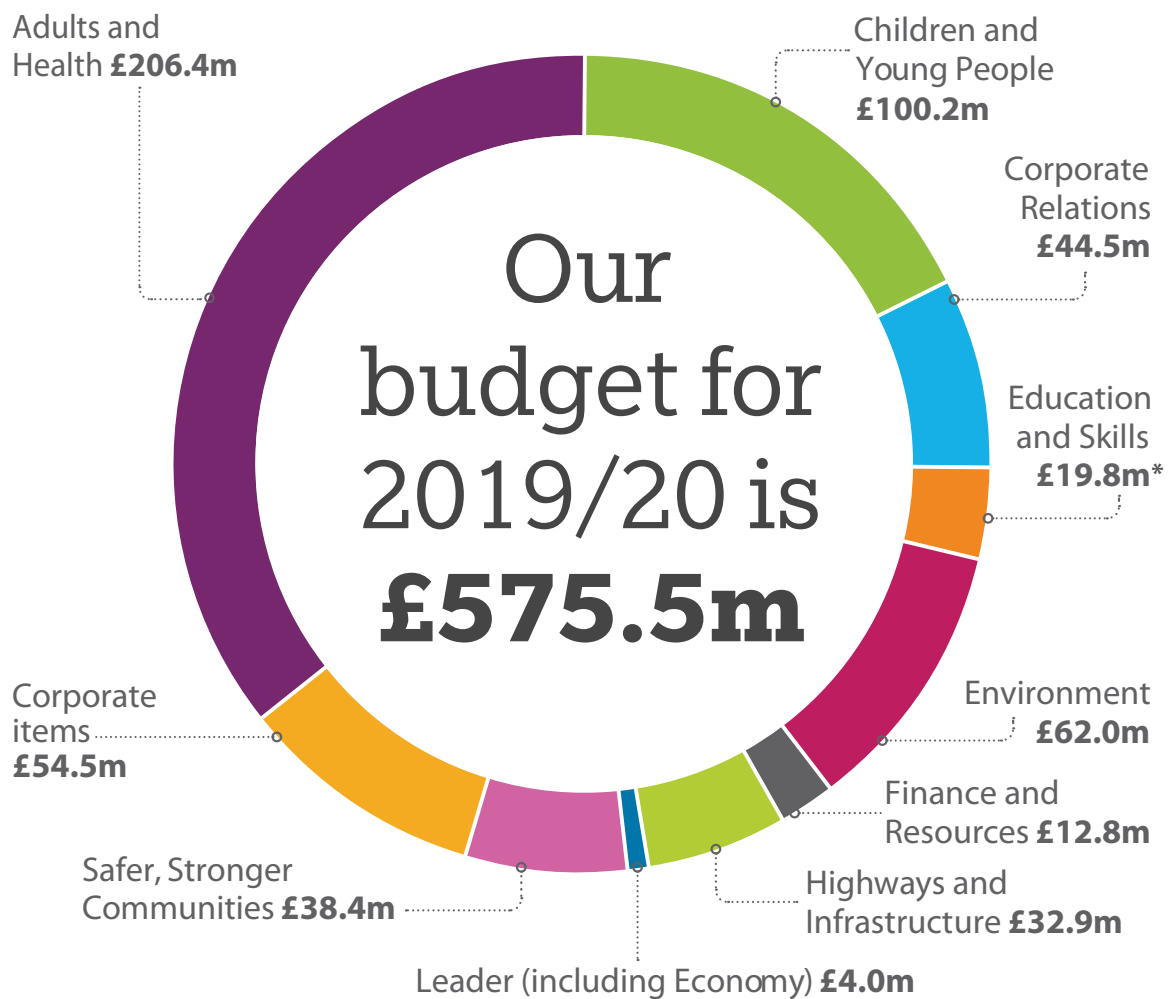
For live information about how we're performing visit [performance.westsussex.gov.uk](http://performance.westsussex.gov.uk)

Target	Why have we missed our target	What are we doing to put it right
--------	-------------------------------	-----------------------------------

## A COUNCIL THAT WORKS FOR THE COMMUNITY

<p><b>56</b> Level of satisfaction of the services received by our residents</p>	<p>The 'What Matters To You?' Survey in 2018 received almost 2,500 responses. In the survey residents responded to a question about satisfaction levels with council services and the responses demonstrated a perception of low satisfaction against the target.</p>	<p>The communications team will work more closely with services to focus on the promotion of features on service improvements and resident success stories – especially on the areas where residents were least satisfied. In addition, while the survey is currently run every two years, a project is underway exploring options for launching a annual residents' survey – to better understand residents' views.</p>
<p><b>57</b> Residents who agree the council provides good value for money</p>	<p>Our 'What Matters To You?' Survey found that the target has been missed because respondents did not perceive the council to be delivering good value for money. There could be a host of reasons for this including a lack of awareness of the work we are doing to deliver value for money for our residents.</p>	<p>The communications team increased the promotion of budget-related information this year, the results of which are currently being analysed. The council is committed to being as efficient and effective as possible and we are doing things to make the best use of the resources we have. For instance, we are investing in solar farms to power homes but also generate income. We are working with partners to bring together growth and investment across the county and we are looking at creating community hubs to protect vital services and making the most of the buildings we have. Additionally, we are engaging with residents proactively about the financial situation and the work we are doing to deliver value for money.</p>
<p><b>58</b> Residents who find it easy to access information, services and support they need</p>	<p>To make it easier for customers to access information we need to remove some of the barriers they face. To do this we need to provide them with a range of channels of communication that are easy to use and convenient for example online forms enabling customers to contact us 24/7.</p>	<p>We continually work with services to improve their highest volume areas, making processes more efficient, so that the customer deals with the most appropriate person within the council in a timely manner. We are also deploying and testing new digital capability across 10 customer journeys, this solution will then rollout across the organisation.</p>

## HOW WE SPEND YOUR MONEY



\* This does not include funding for schools which comes to the County Council directly from government on the basis of a national funding formula and is subsequently passed on to schools.





County Hall, West Street, Chichester, West Sussex PO19 1RG  
@WSCCNews West Sussex County Council  
[www.westsussex.gov.uk](http://www.westsussex.gov.uk)

WS32111 6.19

---

## Performance and Finance Select Committee: Annual Scrutiny Performance 2018/19

### Background

- 1 Each year an assessment is carried out on the performance of the four West Sussex County Council select committees. This takes the form of a questionnaire which is sent to all members of the select committees. The findings are reported through an annual newsletter which is presented to the Performance and Finance Select Committee (PFSC), and also includes details of performance and outcomes. The newsletter was reviewed by PFSC in May 2019.
- 2 In February 2018 an all-member session recommended that scrutiny performance should be reported through County Council to raise the profile and benefits of strong scrutiny. This also fits with the recently-published statutory guidance issued by the Ministry of Housing, Communities and Local Government which encourages all members to be aware of and engaged with scrutiny processes.

### Discussion

- 3 PFSC has overall responsibility for monitoring the performance of the scrutiny function at the County Council. It carries this out through the publication and review of the scrutiny newsletter, which is intended to provide members with information to fulfil this monitoring role. The newsletter provides an annual overview of the work of the select committees, reports overall performance of the scrutiny function, shares best practice and highlights any future development or training required by select committee members.
- 4 The newsletter, **attached at Appendix 1** for the Council's approval, provides a summary of information collated from the Select Committee annual survey. The analysis shows that there are some decreases in the member statement scores from the previous year, with seven measures having decreased, whilst six improved or stayed the same. The most notable decreases in statement scores relate to:
  - Select committees' ability to influence decisions appropriately
  - Clear, measurable outcomes from the scrutiny process
  - Select committees' opportunity to input into policy development
  - The appropriateness of the timing of committee involvement

Statement scores that have improved include:

- Good support from Democratic Services support staff
  - Members' ability to commit the necessary time to undertake the role
  - The select committee work programme reflects the issues of greatest public concern/importance
- 5 The newsletter was reviewed at the May meeting of PFSC and recommendations were made to improve the independence, proactiveness and

effectiveness of scrutiny. The Committee recommended that a review of scrutiny be undertaken by the Governance Committee to consider the new national guidance and best practice, to include consideration of arrangements for the appointment of select committee chairmen and vice-chairmen. The Governance Committee considered this at its meeting on 24 June 2019 and agreed to carry out a review of the Council's Scrutiny function. This will be carried out by a member group and will be reported to the Governance Committee at the end of November. As part of this review there will be an all-member scrutiny session on 4 September 2019.

**Recommended**

That the Annual Scrutiny Newsletter 2018/19, as attached at Appendix 1, be approved.

**Pieter Montyn**

Chairman of the Performance and Finance Select Committee

**Contact:** Helen Kenny 033 022 22532

**Background Papers**

None



**Select Committee Annual Scrutiny Newsletter 2018/19**



This is the end-of-year Scrutiny Newsletter for the year 2018/19. It includes performance information, shares best practice and highlights key aspects of the work of the Council's four select committees, which carry out the scrutiny function. There are links included to enable readers to find further detailed information as required.

**Select Committee Annual Survey Results**

Select committee members were invited to complete a short questionnaire in March 2019 to give their views on the scrutiny function. 38 completed surveys were returned which is a 60% response rate. This is the same response rate as 2017/18.

The percentages used in the table below are based on the number of respondents, so as the numbers are small, any change in scores can have a fairly significant effect on the percentages and therefore should be treated with some caution.

	2017/18	2018/19
1. The select committee work programme reflects issues of greatest public concern/importance	76%	82%*
2. I have had reasonable opportunity to influence the committee's work	79%*	67%
3. The timing of committee involvement in issues is appropriate	74%*	64%
4. There is adequate input from external witnesses into the scrutiny process	57%	62%*
5. The agenda papers provided for meetings met my needs	76%	73%
6. Select committees are able to influence decisions appropriately	47%	34%
7. There are clear, measurable outcomes from the scrutiny process	57%*	46%
8. The committee has had the opportunity to input into policy development	55%*	49%
9. Overall, scrutiny undertaken by the committee has been effective	58%	67%*
10. I have been able to commit the necessary time to undertake my role	92%	92%*
11. There is good support from Democratic Services support staff	97%	92%

	2017-18	2018-19
12. The Scrutiny newsletter produced by Performance and Finance Select Committee provides useful information	57%*	71%*
13. The Members' Guide to Scrutiny (provided in Summer 2013 and available on The Mine) provides useful information	59%*	62%*

\*Shows an increase or static rating from 2017/18

The survey asked members to rate statements about scrutiny in 2018-19. The feedback shows that six areas improved their scores in 2018/19 whilst seven decreased. There is greater satisfaction that the scrutiny work programme reflects issues of greatest public concern/importance, that there is adequate input from external witnesses and that overall scrutiny has been effective. However, there is lower satisfaction in relation to the influence that scrutiny has, the timing of issues and clear scrutiny outcomes. The results of the survey will help to focus the development of scrutiny in the future. Individual Business Planning Groups (BPGs) will review the full survey results to identify any specific committee development issues to address in the future. The Performance and Finance Select Committee (PFSC) has a role in the overview and development of scrutiny and it will review the survey results and identify any areas to develop over the next year.

The survey also included a set of questions specifically in relation to scrutiny of the budget during 2018/19. The results are shown in the table below, which shows that satisfaction with the process has declined this year. This is disappointing as the process was changed during the year to improve the scrutiny of specific savings decisions, but perhaps reflects the challenging nature of the budget and savings programme. PFSC members have already requested that earlier notice and clearer communication of the budget process takes place for the 2019/20 process.

	2017/18	2018/19
I have had reasonable opportunity to influence the development of the County Council's budget.	40%	34%
The timing of scrutiny of the budget was appropriate.	63%	38%
The supporting papers met my needs.	67%	57%
Overall, scrutiny input into the budget process was effective.	45%	27%

- **CYPSSC** = Children and Young People's Services Select Committee
- **ECFSC** = Environment, Communities and Fire Select Committee
- **HASC** = Health and Adult Social Care Select Committee
- **PFSC** = Performance and Finance Select Committee

## Performance Monitoring

In order to assess the effectiveness of scrutiny, performance is monitored on an annual basis. Performance indicators have been established as part of the business planning and scrutiny review process. Table A below shows the full year performance figures for select committees. Further information on issues scrutinised are set out later in this newsletter.

	CYPSSC	ECFSC	HASC	PFSC
Number of recommendations				
• Accepted	11	27	14	30
• Declined	0	3	0	0
• Awaiting a response	0	3	6	8
• No response required	3	14	16	14
Number of call-in requests	0	6	3	0
Number of call-in requests accepted (and considered by a select committee)	0	3	0	0
Number of external witnesses	3	8	15	1
Number of public attending meetings (includes members of the public, press and other interested officers and members)	31	67	53	38
Number of select committee meetings webcast	0	6	4	0
Total number of live and archive* views		252 565	158 375	
Member attendance at meetings	87%	77%	80%	82%

\* Archive figures as at May 2019.

### Developments during 2018/19

The areas for development which were identified in last years' annual newsletter have largely been addressed. These include:-

- **Budget** – as a result of the member concerns raised in 2017/18 the budget process was amended during 2018/19 so that strategic savings decisions were taken and previewed by scrutiny committees ahead of February County Council. The member day in January was also extended to allow a greater explanation of the issues to be outlined and more time given for member questions. The January meeting of PFSC was also a one item agenda to allow members to scrutinise the budget papers in depth. However, the survey responses show that there are still issues to be addressed in terms of scrutiny input into the budget programme. Comments from members included the need for earlier engagement and better communication of the process. PFSC members have requested earlier notice of the process for 2019/20 and clearer communication so all members understand how and when they can input. A report is expected at the May PFSC meeting explaining the process to be followed and enabling members to raise questions early in the process.
- **Meetings** – members felt that meeting agendas were too long and that not enough time was allowed to scrutinise some items. It can be difficult to ensure agendas are balanced, given the significant amount of business covered during 2018/19. Extra meetings had to be timetabled to ensure

all priority areas were scrutinised, for example HASC had an extra meeting in December to scrutinise the strategic budget decisions and ECFSC held three extra meetings to cover items which were time critical and priorities for review. New video-conferencing equipment is now being used for informal meetings, to help members avoid additional travel time.

- **Papers** – members requested that papers clearly set out the key issues for scrutiny. This has been achieved through the inclusion of a 'Focus for scrutiny' section in reports which clearly sets out what the committee should be concentrating on. Pre-decision scrutiny reports have also been changed so that the draft decision report is presented to the committee with a short covering report attached explaining the focus for scrutiny. This means officers only have to produce one report in the governance process which contains all the information for the decision to be taken.
- **Evidence** on how scrutiny has made a difference – this has not been developed fully as yet. The first step will be to clearly identify the objectives, key outcomes, timescales and results of scrutiny. This will be considered further during 2019/20 when the new national guidance for scrutiny committees has been published.
- **Mod.Gov** – in 2018/19 a new IT system was successfully introduced within Democratic Services which manages the whole democratic process, including the publication of agendas and committee information. In future it is envisaged that members will be able to use the system to view papers on their IT devices rather than producing paper copies. The system is able to link all member engagement related to an issue together so that the journey through the democratic process is more clear.

### What has worked well

- **Members' comments** received through the annual scrutiny survey include:-
  - Lots of scrutiny done with recommendations
  - Papers are generally clear and with enough detail to enable discussion
  - Scrutiny of Fire Service savings was an item where I felt that the scrutiny committee was listened to and recommendations acted upon
  - Input from members to influence decision-making
  - Some challenging and meaningful scrutiny has been undertaken
  - Good input from external witnesses
- HASC was selected to take part in a **national project** led by the Centre for Public Scrutiny (CfPS) regarding the scrutiny of sexual health services. This gave the opportunity for HASC to approach the item in a different way and to be part of scrutiny at a national level. Officers worked with a consultant from the CfPS to organise an enquiry day in November 2019, which involved a wide range of expert witnesses. The inquiry day was well received, with all committee members having the opportunity to take an active role in the scrutiny session. As a result, the Chairman was invited to a national roundtable discussion in London, followed by two workshops in Bristol and

London, where the Chairman and Democratic Services Senior Advisor presented a summary of the day and the subsequent learning to other elected members, scrutiny officers and sexual health commissioners across the south of England. This work will be part of a '10 questions scrutiny committees should ask' document and published on the CfPS website.

- Recognising the demands on the HASC work programme and to ensure that items on the HASC agenda are outcome focused scrutiny rather than for information, members of the committee were invited to two **informal briefing sessions** following formal meetings. These briefings were from colleagues in the Clinical Commissioning Groups (CCGs) regarding the CCG step up/step down (intermediate care) programme, including the clinical case for change and the local urgent care transformation work (including urgent treatment centres and NHS 111). This allowed members to keep abreast of developments whilst maintaining an outcome-focused agenda.
- The reporting format for **pre-decision scrutiny** has been streamlined to ensure members have all the information relevant to the decision and are able to have a clear focus for scrutiny.
- More **young people** have been engaged in scrutiny during the year, with regular attendance at CYPSSC by the Youth Cabinet. Two representatives from the Youth Cabinet also attended the PFSC in October when the Council's financial challenges were being reviewed. The Youth Cabinet has also been engaged in the scrutiny of specific items, such as the School Effectiveness Strategy. There are plans for further engagement, for example young people 'taking over' CYPSSC for one meeting.
- A new **School Governor** has been recruited to the CYPSSC, which has ensured that the voice of schools is central to all discussions. Recruitment to a second post is ongoing.
- In 2018/19 a greater number of decisions were called-in and reviewed by select committees than in previous years. Nine **call-in requests** were received with three being heard at a committee. These were largely around the strategic savings decisions. This highlights the governance process in action and highlights the important role played by scrutiny.
- **External input into scrutiny**
  - Through the survey members commented on the timely and useful input of external witnesses.
  - A total number of 27 **external witnesses** contributed to formal select committee meetings during the year. These include representatives from Capita, staff unions, various district and borough council partners, Southern Water, representatives from West Sussex housing providers, Citizens' Advice Bureau, headteachers, Sussex Police, the Probation Service, Adult Social Care service users and Chairmen of Safeguarding Boards. External input from such witnesses can provide valuable evidence for the scrutiny process, enabling service user/customer views

- to be heard, and providing additional information that would not otherwise have been heard.
- The external witnesses recorded do not include NHS organisations scrutinised by HASC, for example representatives from clinical commissioning groups across the wider Sussex area, local hospital trusts, ambulance service, NHS England South East, although many of these organisations have provided evidence to the scrutiny process.
  - Both HASC and CYPSSC have **co-opted members**, bringing valuable experience and knowledge into the scrutiny process. HASC has representation from [Healthwatch West Sussex](#), the consumer champion for health and social care, as well as from all seven district and borough councils; and CYPSSC membership includes two parent governors and two Diocesan representatives (Church of England and Roman Catholic).
  - Following a meeting of HASC which considered the future of adult social care in-house provision, a representative from the service users and their families who attended wrote to say, 'very many thanks for your support in accommodating us last Friday both outside and inside County Hall. It all went smoothly from our perspective and parents and family supporters there were very appreciative of your help. Several parents have expressed to me their appreciation of the questions put by councillors and that they felt their concerns were understood and, in many instances, shared. So a positive experience for them of the scrutiny process. Thank you'.

### Areas to Develop

The following areas to develop have been identified through the annual scrutiny survey and from feedback received during the year. These will be considered by select committee chairmen and individual BPGs.

- Evidencing the **impact and outcomes** from scrutiny, particularly in terms of input into the decision-making process. Comments from the scrutiny survey highlighted a number of issues, including the need for earlier engagement, the ability of scrutiny to input into and influence decisions and how Cabinet Members engage with the scrutiny process.
- **Improving scrutiny input into the Budget process** – feedback from members suggests a need for earlier involvement in the budget process and also for better communications on the process and timeline to be followed.
- Request that **papers** are produced on time for meetings to allow members sufficient time to review them ahead of the meeting.
- **Sufficient notice** needs to be given of issues/decisions to enable effective scrutiny to take place.
- More **evidence/input from external witnesses** is needed.

**Overview of Select Committees – key issues scrutinised**

**Children and Young People’s Services Select Committee (CYPSSC)**

**2018/19 Chairman – Michael Cloake**

<b><u>Private Fostering</u></b>	The Committee supported the approach undertaken to influence awareness raising and asked for a briefing to be provided to all members on this issue.
<b><u>IPEH</u></b> (Integrated Prevention and Earliest Help)	Members reviewed progress of implementation of the new service model. Following on from that, and a reduction in government funding for the Troubled Families Initiative the Committee reviewed the IPEH service to understand the impact of this loss of funds. Members expressed concern, but supported the proposals subject to appropriate contingency arrangements, for example to ensure no children and young people currently on schemes would be affected.
<b><u>School Effectiveness Strategy</u></b>	The report outlined key headlines in terms of outcomes from inspections by Ofsted and pupil performance data. It also set out the key aims and objectives for organisation and improvement in the new School Effectiveness Strategy. Members supported the Strategy, and encouraged the Council to explore federation in schools where appropriate, and well as increasing outcomes for children and young people. The Committee will be how it can engage better with Headteachers around school improvements.
<b><u>WSSCB Annual Report</u></b>	The Committee endorsed the report and asked for future reports to list of achievements against previous recommendations. Members asked a series of questions regarding the identification of neglect, staff training and the risk and harm of social media. The Committee also considered a report by the Independent Chair of the West Sussex Safeguarding Children Board which outlined the work of the WSSCB as a statutory body. Members heard that in mid-2019, a new Local Safeguarding Children Partnership will replace the current WSSCB model.
<b><u>Children’s Homes</u></b>	Following an Ofsted inspection and subsequent closure of a home, the Committee requested an update on children’s homes and the actions being taken to improve the quality and safety of provision. The investment required in order to continue to improve the capacity and capability of the workforce and to ensure the buildings infrastructure is fit for purpose was highlighted. Members of the Corporate Parenting Panel were invited to join the meeting, along with the local members for the affected homes. Members were satisfied with the work being undertaken, and made a series of

	recommendations, specifically concerning communication and facilities management. It was also recommended for the BPG to continue to monitor this item at each meeting.
<a href="#"><u>Creating a Sustainable Workforce</u></a>	The Committee considered to what extent the Council and other agencies were maximising the opportunities to attract, recruit, retain and develop professionals into social care and education careers. It heard from two witnesses (an Educational Psychologist and headteacher) in order to gather more information about the challenges in this area. Members raised concerns with social worker workloads and staff wellbeing across both areas. The Committee made recommendations in order to assist this process, specifically concerning receiving information on why teachers leave the profession.
<a href="#"><u>Provision of accommodation for care leavers</u></a>	A proposal was brought to members that had been developed to provide accommodation to support these Children Looked After to move towards independence in adult life. Members supported the proposal, which aims to purchase around 20 supported and training accommodation units for these young people to take their final steps from local authority care towards independent living.
<b>Demand and Capacity in Children's Social Care</b>	The Committee received an update on demand and capacity in children's social care which provided a comparative picture of the current situation. Members acknowledged the update and commended recent improvements. A full item on this topic is due to be brought to the Committee in March 2019.
<a href="#"><u>Review of Special Educational Needs and Disabilities (SEND) and Special Support Centres (SSCs)</u></a>	The Committee considered a proposal to develop additional Special Support Centres (SSCs), in order to enable children with Special Educational Needs and Disabilities (SEND) to attend school locally. Members welcomed the proposal to increase the number of SSCs in mainstream schools and made a series of recommendations to support the proposal, including the investigation of therapeutic training available, and asked for an update to be brought back to the Committee.
<a href="#"><u>Outcome of School Funding review 2019/20 consultation</u></a>	The Committee considered a report which outlined the potential changes to mainstream school funding in 2019/20 in West Sussex. It considered a series of options, and agreed to support the report's recommendation to the Cabinet Member to the distribution of school funding for 2019/20.



**Environment, Communities and Fire Select Committee (ECFSC)**

**2018/19 Chairman – Andrew Barrett-Miles**

<b><u>A27 Chichester</u></b>	Building on the work of the Build a Better A27 (BABA27) initiative, the Committee previewed the Cabinet Member’s proposal to declare a preferred option for <a href="#">RIS2</a> , and a reasonable alternative. Six local members addressed the Committee for five minutes at the outset of the session. The Committee recognised how the issue had polarised the local community, and how the BABA27 had helped build a community consensus. Members deliberated the advantages and disadvantages of the three options, before supporting the proposal to prefer the mitigated northern route.
<b><u>Bus Strategy and Subsidies</u></b>	The Committee was engaged at several points in this work, firstly as part of the public consultation, focusing on the vision and the ambitions.
<b><u>Fire and Rescue Service – IRMP</u></b>	The Committee scrutinised the draft Integrated Risk Management Plan, following public consultation. Representatives of two of the main fire service unions attended to give evidence. Members’ main area of concern was any future reduction in crewing numbers, and reassurances were received on how any such change would be agreed and processed. Members subsequently looked at the action plans arising from the IRMP, highlighting the strands of most interest and establishing a task and finish group (TFG) to look at recruitment and retention in the retained service and emergency response standards.
<b>Infrastructure Planning</b>	The Committee took a wide-ranging look at how the infrastructure required to support housing development in West Sussex would be delivered. Evidence was heard from Southern Water, the Environment Agency and Horsham District Council, who spoke about their respective roles. Flooding and drainage were main issues of concern. Members also learned that, despite working closely with CIL (Community Infrastructure Levy) authorities, WSCC had yet to receive any CIL funding.
<b>Highways Maintenance Contract</b>	The Committee received frequent updates on the status of the Highways Maintenance Contract reprocurement. Members sought reassurance over programme governance, and whether the authority had sufficient in-house expertise to successfully undertake the procurement.
<b><u>Littlehampton to Bognor Regis Cyclepath</u></b>	The Committee considered what could be learned following implementation of the scheme, which was in part funded with Local Enterprise Partnership money. The scheme

	<p>overran its budget by £1.2m, which the County Council had to fund. As well as probing how cost-estimating skills had been strengthened to avoid such overspends in future, the Committee was also concerned by evidence from the local member on the disruption caused by the construction work, and how this could be avoided in future through better planning and communication. The Cabinet Member was happy to take these suggestions on board for future projects.</p>
<p><a href="#"><u>Gatwick Airport Draft Masterplan – Consultation Response</u></a></p>	<p>The Committee heard evidence from a local member to help inform its view of the draft Masterplan. An option to bring the standby runway into more routine use was deemed a second runway ‘by stealth’. General concerns included a lack of detail in the consultation papers, and the impact of additional surface transport and a larger workforce on the local infrastructure.</p>
<p><a href="#"><u>On-Street Parking to Support Traffic Management</u></a></p>	<p>The Committee heard proposals to implement on-street parking proposals across the major towns, following road space audits. The proposal included a change to the existing system, with responsibility for decision-making on these road space audits moving away from County Local Committees (CLCs) and to the Cabinet Member, albeit in consultation with CLCs. Members were very concerned by a perceived loss of local democracy, and recommended that the decision was not supported.</p>
<p><a href="#"><u>Fire and Rescue Service Operations and Public Protection Savings Proposals</u></a></p>	<p>The Committee scrutinised proposals that would see the cessation of various Fire and Rescue Service public awareness schemes and a restructure of the Resilience and Emergencies Team. The Committee heard evidence from one of the main trade unions and was concerned by the potential loss of valued public services such as Safe Drive, Stay Alive, Firebreak and safety checks for electric blankets. Key risks highlighted included the impact on resident safety, reputational damage, and whether the loss of the services would leave the Service more vulnerable to takeover by the Police and Crime Commissioner. The Committee recommended the proposals be abandoned, or at least postponed until the publication of the upcoming report of an inspection into the Fire and Rescue Service. Following the meeting, the Cabinet Member announced that the savings would be removed from the 2019/20 budget.</p>
<p><a href="#"><u>Reduction to the Community Initiative Fund (CIF) Budget</u></a></p>	<p>A proposal to reduce the CIF from £280k to £140k was previewed. CIF is operated through a crowdfunding approach and members raised concerns about the application and questioned whether a reduction in CIF might erode the ability of CLCs to have a positive impact on communities. The Cabinet Member subsequently agreed to</p>

	part of the Committee’s recommendation, and deferred her decision until after a review of CLCs, due to be carried out later in 2019.
<b>Call-ins</b>	The Committee previewed three decisions which had been successfully ‘called-in’ by members for scrutiny.
	<ul style="list-style-type: none"> <li>• <b>Revisions to Recycling Credit Payments:</b> Evidence reviewed included written submissions from the district and borough councils. The Committee raised concerns about the risk of legal challenge, and the impact on the relationships with Council’s partners. Members were reassured that the new model would involve performance-related funding, and would encourage more innovative approaches. Following a vote, the proposed decision was supported, with the proviso that the legal advice be shared with district and borough councils.</li> </ul>
	<ul style="list-style-type: none"> <li>• <b>Highways Maintenance Term Contract:</b> The Committee took the opportunity to consider the options appraisal, and well as preview the procurement key decision. Members queried whether the authority had the resources to manage multiple contractors, and how the £1.5m p.a. savings were foreseen to be made. The proposed decision was supported.</li> </ul>
	<ul style="list-style-type: none"> <li>• <b>A29 Realignment Scheme:</b> Scrutiny focused on cost control, the robustness of the business case, and the adequacy of the evidence around the forecast need for the road. Members were also concerned with the quality of the public consultation. While supporting the need for the scheme in principle, recommended that the scheme be withdrawn and no further action taken in respect of the proposals until the public consultation had concluded. The <a href="#">Cabinet Member decided</a> to implement his decision without amendment.</li> </ul>

**[Health and Adult Social Care Select Committee \(HASC\)](#)**

**2018/19 Chairman – Bryan Turner**

<b>Adults In-House Social Care Services 'Choices for the Future'</b>	The Committee considered <a href="#">proposals for the future model and configuration of Adults In House social care provision in West Sussex</a> twice during the year. From its initial consideration, the Committee informed the Cabinet Member for Adults and Health that members recognised that closing facilities would always be an unpopular choice but could be managed by maintaining and valuing existing relationships with service users, carers and staff. The Committee asked for an assurance
--	--

	<p>that necessary services would continue to be provided for those residents that require them and that any impact regarding transport mitigated appropriately, and that when mixing user groups, detailed planning to cater for different needs, the provision of any specialist equipment and access to suitable available space, with appropriately trained staff will be provided and that the necessary management of sharing space and transport is undertaken.</p> <p>Members had the opportunity to consider proposals for a second time due a delay in the Cabinet Member’s decision, focusing on first year proposals regarding Glen Vue in East Grinstead and Maidenbower in Crawley, as well as the proposal to merge the Wrenford Centre in Chichester with the Chestnuts in Bognor Regis and Judith Adams in Chichester. The meeting was attended by a significant number of Wrenford Centre service users and their families. The Committee will receive yearly updates, over the course of the five-year programme to monitor transition including feedback from service users affected by the changes.</p>
<p><b><u>Improved Better Care Fund</u></b></p>	<p>Improved Better Care (iBCF) funding was announced in the spring Budget of 2017 in recognition of the increasing financial pressures that local authorities are facing. It was determined by the Government that it should be used to help meet adult social care needs, reducing pressure on the NHS and to support the social care market. The Committee, having considered how funds had been allocated in 2017/18, agreed the outcomes and intended use of the funding as set out in the grant conditions had been achieved.</p>
<p><b>Strategic Budget Options 2019/20:</b></p> <p><b>Housing Related Support</b></p> <p><b>Local Assistance Network</b></p> <p><b>Minimum Income Guarantee</b></p>	<p>The Committee had the opportunity to carry out decision preview of three significant budget savings options, including the review of the County Council’s investment in housing related support contracts, the Local Assistance Network (LAN), and the Minimum Income Guarantee, or MIG (the level of support the County Council provides to people receiving local authority-arranged care and support, other than in a care home, to retain a certain level of income to cover their living costs).</p> <p>The <a href="#">Committee met at the start of the consultation process</a> and asked that all service users likely to be impacted have the opportunity to be consulted and that the HASC be able to consider the proposals again following the period of consultation, with evidence from a range of external stakeholders. The Committee was keen to ensure that the Council sought proper evidence from service users, highlighting the importance of advocacy within the consultation on the MIG and the need for real evidence from real people.</p>

	<p>Invitations to the <a href="#">second meeting</a> of the Committee were extended to the CYPSSC and the Chairman of the Corporate Parenting Panel to take into account any cross-cutting issues. Evidence was received from the coalition of housing providers, district and borough councils, the Citizens Advice Bureau, Clinical Commissioning Groups, Sussex Police and the Probation Service, including the voice of the service user regarding the MIG. There was a wide ranging debate and the Committee resolved to ask the Cabinet Member for Adults and Health to have a moratorium of up to twelve months to have the best chance to remodel and preserve services and not reduce funding in 2019/20 in regard to both housing related support and the LAN. Members also supported the creation of an officer working group to focus on homelessness with representatives from the County Council and district/borough councils. In relation to the MIG the Committee asked for the Cabinet’s assurance that the financial assessment service will be reviewed in response to comments received throughout the consultation and that work will continue with local businesses to improve job opportunities for working age adults with learning disabilities. It also asked that if the proposal was taken forward that consideration be given to a transition period for existing claimants and continues to lobby government regarding future funding for adult social care.</p>
<p><a href="#">Bailey Unit - Midhurst Community Hospital</a></p>	<p>The NHS is required to consult HASC (as the health scrutiny committee) on any proposed closure or reconfiguration of health services within West Sussex. In September HASC had the opportunity to question representatives from Sussex Community NHS Foundation Trust and Coastal West Sussex Clinical Commissioning Group regarding the indefinite closure of the Bailey Unit at Midhurst Community Hospital. Whilst the Committee understood the rationale behind the closure, it was not completely assured that the plans in place will meet residents’ and agreed it wishes to consider the outcome of those plans for community provision as they develop.</p>
<p><b>Adult Social Care Improvement Programme</b></p>	<p>The Committee supported the <a href="#">Adult Social Care three-year improvement plan underpinned by the vision and strategy</a> following a Local Government Association Adults Services Peer Review. It emphasised the importance of resourcing this project appropriately and pursuing joint commissioning as part of health and social care integration. Members asked that an emphasis was placed on preventing social isolation and the importance of social prescribing projects. The Committee has also <a href="#">reviewed</a> performance against this plan, including backlog data, details of the outcome on the innovation site pilot and recruitment and retention of adult social care workers. It suggested that some of the targets should be reviewed and that the Committee would continue to monitor Adult Services performance data at future meetings.</p>

<p><b><u><a href="#">Relocation of the Special Care Dental Service at Littlehampton Health Centre</a></u></b></p>	<p>HASC questioned representatives from Sussex Community NHS Foundation Trust regarding the proposed relocation of the Special Care Dental Service. The Committee understood the rationale for the relocation but asked that consideration be given to making this a temporary measure until further work is done on utilising the proposed community hub in Littlehampton, putting emphasis on partners in the public sector to work together and that this should be done at pace.</p>
<p><b><u><a href="#">Safeguarding Adults Board Annual Report</a></u></b></p>	<p>In its annual review of the Safeguarding Adults Board Annual Report the Committee was encouraged by the work done by the Board and its plans for the year ahead. It asked the County Council to ensure that policies and procedures contain details of recognising the signs of 'cuckooing' and for the continuation of work to raise awareness of safeguarding reporting mechanisms.</p>
<p><b><u><a href="#">South East Coast Ambulance (SECAMB) Service NHS Foundation Trust Update</a></u></b></p>	<p>Following the dissolution of the regional SECAMB overview and scrutiny working group which had been holding SECAMB to account after its poor CQC review, the Committee had the opportunity to question SECAMB officers on plans to move out of special measures. The Committee welcomed the update but requested that performance data be broken down further within clinical commissioning group areas and that this be provided to the Committee with any accompanying explanatory information. Members had significant concerns about performance in rural parts of West Sussex and asked for further information on several issues including initiatives for responses to falls and mental health cases. SECAMB will attend a meeting of the HASC again in 2019/20.</p>
<p><b><u><a href="#">West Sussex Joint Health and Wellbeing Board Strategy</a></u></b></p>	<p>As part of the Health and Wellbeing Board's consultation on its new strategy the Committee considered the strategy and made a number of recommendations, including that: sugar reduction be emphasised with action plans across the strategy; more reference to children's mental health; action plans be included for those with long-term conditions who do not feel supported; other addictions, including gambling, be included; and more on the benefits of walking and cycling. All members recognised the significant amount of work that had gone in to producing the strategy.</p>
<p><b><u><a href="#">Dementia Framework West Sussex 2014-19 - Review &amp; Refresh</a></u></b></p>	<p>As part of the review and refresh of the Dementia Framework 2014-19 the Committee looked at what developments had been made because of the framework and what the priorities were moving forward. It made some initial comments emphasising the importance of a timely diagnosis and investment in keeping people healthy as a preventative measure for dementia considering the reduction in the public health grant and that this be shared with the Health &amp; Wellbeing Board. The Committee will consider the full review and refresh later in 2019/20.</p>

<p><a href="#"><u>Radiotherapy services: New Service Specifications and implications for West Sussex provision</u></a></p>	<p>Following a national consultation of the provision of radiotherapy services the Committee considered what the outcome would be for residents in West Sussex. Members were able to questions officers from NHS England South East and the Surrey &amp; Sussex Cancer Alliance. There was consensus that radiotherapy provision should be sited at St Richard’s Hospital, Chichester and it was agreed that the Chairman would write to local NHS trusts to ensure that a business case is drafted as a matter of urgency and submitted to NHS England South East.</p>
<p>Brighton &amp; Sussex University Hospitals NHS Trust Working Group</p>	<p>Following the Care Quality Commission (CQC) inspection report which placed the Brighton and Sussex University Hospitals NHS Trust (BSUH) in special measures in 2016, the Committee has continued to receive a progress report from the joint task and finish group which had been set up with East Sussex County Council and Brighton &amp; Hove City Council health scrutiny committees, to carry out ongoing scrutiny of the Trust’s response to its CQC inspection. This had provided a co-ordinated approach, avoiding potential duplication of scrutiny across the region. In January 2019 it was announced that the Trust had received a Good rating following its most recent CQC inspection.</p>

**[Performance and Finance Select Committee \(PFSC\)](#)**

**2018/19 Chairman – Pieter Montyn**

<p><b>Revenue and Capital Budget 2018/19</b></p>	<p>PFSC has an over-arching role in relation to the scrutiny and monitoring of the budget. It undertakes this role in a number of ways; through support of all-member sessions, updates at BPG meetings, formal scrutiny and input at Cabinet and County Council.</p> <p>During 2018/19 the Medium Term Financial Strategy was scrutinised at two formal select committees (<a href="#"><u>October</u></a> and <a href="#"><u>November</u></a>). All members were invited to attend the October meeting to ask questions. The October meeting also received the results of the What Matters to You? survey which provides important information on resident priorities in relation to the financial challenges faced by the Council. Members made suggestions on how the survey could be improved in the future and requested member involvement through a TFG to develop the next survey.</p> <p>The full budget was the subject of a Member Day and a one-item select committee meeting in <a href="#"><u>January</u></a> 2019. All Cabinet Members and the Executive Leadership Team were invited to attend the January PFSC meeting to answer the wide-ranging</p>
--	--

	<p>member questions. This ensured scrutiny members received an immediate and fully informed answer to the questions being raised. Feedback from this meeting was presented by the committee Chairman at the <a href="#">Cabinet meeting in January</a> which approves the budget for presentation to County Council in February.</p>
<p><b>Total Performance Monitor (TPM) – finance, performance and workforce</b></p>	<p>Once the budget is agreed it is monitored by the Committee through the Total Performance Monitor (TPM) report. This has changed during 2018/19 as a result of TFG recommendations in relation to the TPM reporting process. PFSC now receives a more in-depth quarterly report rather than a monthly report at every committee meeting. The quarterly reports contain more performance and workforce data to enable members to have better over-sight of these areas. Members have also requested that more information is provided in relation to the Transformation Programme (Whole Council Design); this is now provided within the TPM on a six-monthly basis. A member day was organised at the request of the PFSC BPG in order for all members to better understand the transformation programme that is taking place.</p> <p>Monitoring the finance and performance position of the Council is an important role for PFSC as it identifies areas that require more in-depth review or understanding. Issues identified as part of this scrutiny, and referred to a service select committee for further review include; school transport, highways grant spending, CAMHS assessments, school improvement targets, residential placements in both Adults’ and Children’s services, the performance targets within the Best Start of Life portfolio area and grant funding information. The referral of items between committees ensures that duplication is avoided and the highest priority areas are reviewed.</p> <p>In 2018/19 the scrutiny of performance has improved through officers providing a ‘deep dive’ look into specific indicators. This has worked well in identifying priority areas for members to review. For example, in March 2019, officers from the Insight Team provided extra information in relation to the performance indicators around the economy of West Sussex. This resulted in a thorough debate around the issues and members recognised the need to improve infrastructure and education across the whole county and particularly in the south-west region. A review was also requested into why some businesses fail to succeed in West Sussex and whether best practice can be shared with businesses to further improve the West Sussex economy.</p>
<p><b>Capital Programme</b></p>	<p>An important part of budget scrutiny also involves the monitoring of the capital programme. A quarterly report is presented to the committee alongside the quarterly TPM report</p>



	<p>to enable members to see the overall performance and financial position. The capital programme performance report contains details of the capital projects that are in the pipeline and identifies any projects that are facing issues. The report also contains information in relation to project benefits. Members of the Committee have taken a keen interest in the capital programme and have requested further information to support the summary report presented to the committee. This information is now included on the Members' Information Network (internal information network) on a quarterly basis to support the Committee report.</p>
<p><b>Treasury Management</b></p>	<p>PFSCs role includes scrutiny of Treasury Management. In 2018/19 the committee was asked to scrutinise the Annual Report for the first time. This was a change to the review of Treasury Management as the <a href="#">Annual Report</a> has historically been presented to full Council. The change was made to enable members to more fully review Treasury Management performance. In 2018/19 the Committee also scrutinised the <a href="#">Mid-year review</a> report to track performance through the year and ensure the Strategy was being followed. The Treasury Management Strategy for 2019/20 was scrutinised as part of the full budget papers in <a href="#">January 2019</a>.</p>
<p>Pensions</p>	<p>The remit of PFSC also includes review of the performance of the pension scheme. In order to carry out this role effectively and efficiently and to avoid duplication it was agreed a number of years ago that members of PFSC would be invited to attend the Pensions AGM held in July each year. This means members of PFSC are able to ask questions directly to the fund managers and means officers do not need to present a report to two different member meetings. In 2018 three PFSC members attended the AGM and took part in the discussions.</p>
<p><b>Procurement and Contract Arrangements</b></p>	<p>During 2018/19 PFSC received the <a href="#">TFG report in relation to Contract Management</a>. The TFG was requested due to concerns raised by members about how effective and consistent contract management processes were across the Council. The report contained a number of recommendations to improve the processes around contract management. The Cabinet Member for Finance and Resources accepted the recommendations and work has been ongoing over the year to action these.</p> <p>Other reports received in relation to contracts or procurement arrangements include pre-decision scrutiny in relation to the transfer of <a href="#">Pensions Administration</a> to Hampshire County Council and the annual review of the Support Services Outsourcing (SSO) contract with Capita. After a vote in which two members recorded their abstentions the Committee supported the move of Pensions Administration to Hampshire</p>

	<p>County Council. Members sought reassurance as to how poor performance of administration would be improved and recognised that the Pensions Panel would monitor performance.</p> <p>Officer representatives from both the County Council and Capita attended the meeting in March 2019 to answer member questions in relation to the performance of the SSO contract. Members were generally satisfied with performance but raised concerns around the customer satisfaction scores, particularly in relation to the service provided to schools. Officers are aware of the issues and are putting in place changes to improve processes around the services offered.</p>
<b>PropCo</b>	<p>Following two confidential briefings on a PropCo development the committee recommended that the PropCo Policy be fully reviewed including lessons learned, and a report is expected in spring 2019.</p> <p>Scrutiny of PropCo developments has highlighted how the Committee could work flexibly in terms of how it reviews and reacts to emerging priority issues and the need for fully and timely information to be provided to the Committee to ensure full scrutiny of issues can take place effectively.</p>
<b>Property related items</b>	<p>The Committee scrutinised a number of property related decisions during 2018/19.</p> <p><b><u>Asset Policy and Strategy</u></b> – preview of a decision in relation to a new policy and strategy to manage the County Council’s assets (land and buildings). These were developed to set out the objectives and principles that will guide the Council’s approach to its property estate (excluding highways). The Committee supported the finalisation of the policy and strategy. As part of the discussion the Committee recommended that local members be kept fully informed of property developments within their areas, that property decisions are open to scrutiny when appropriate and that the Council considers the sharing of assets through the One Public Estate programme.</p> <p><b>Horsham Enterprise Park</b> (former Novartis site) – the Committee received a confidential report on the progress of the project and provided comments for the Leader and officers to consider ahead of an outline planning application being submitted. A project Business Case is expected to be presented to the July 2019 meeting of PFSC and members from ECFSC will be invited to attend the meeting to scrutinise the economy related issues.</p> <p><b><u>One Public Estate</u></b> (OPE) – the committee was updated on the progress of this programme. Members supported the</p>

	<p>programme but were concerned about the slow progress and NHS commitment to some of the projects which were being developed. A decision was recently taken to progress the <a href="#">Highwood (Horsham) Blue Light centre</a>. Due to the timing of the decision full scrutiny was not able to take place, however to ensure the wider membership reviewed the decision before it was taken, the Chairman agreed that a draft report be reviewed at the PFSC Business Planning Group meeting. The BPG supported the decision and requested that the full business case is scrutinised by the committee in late 2019. A summary of the discussion was reported to the committee in March 2019, highlighting how the committee can work flexibly to ensure decisions are not slowed down as a result of the governance process.</p>
--	---

## Joint Scrutiny

[Joint scrutiny arrangements](#) were established across West Sussex in 2010/11 to enable the County and district/borough councils to work together to scrutinise specific topics of common interest.

The Joint Scrutiny Steering Group oversees these arrangements and is made up of all the select committee chairmen for the County and district/borough councils. The arrangements were reviewed during 2018/19 to ensure they are still fit for purpose. This has led to the protocol and arrangements being combined into one document and updated to correctly reflect the processes followed. The new arrangements were approved by the Joint Scrutiny Steering Group (JSSG) in November 2018. Members identified a review of the implications of the new Homelessness Reduction Act as a possible topic for future joint scrutiny. Following further investigation by officers it was advised that joint strategic work is already taking place across the county and a summary of actions being taken was circulated to members of the Group. Members have therefore agreed that a TFG is not required at this time. This highlights the role that officers have in ensuring that the highest priority issues are reviewed whilst also ensuring that duplication does not exist.

The Chairman of HASC attended the Adur and Worthing Overview and Scrutiny Committee to discuss the work of HASC and answer questions raised by the District/Borough Councillors.

## Task and Finish Groups (TFGs)

Select Committees can establish TFGs to look at a specific issue in more detail. All TFGs are monitored by PFSC in its over-arching monitoring role to ensure the highest priority areas are scrutinised. The latest monitor can be found [here](#) which gives details of each TFG and progress to date. One TFG has completed its work during the year, Contract Management (PFSC). This TFG will reconvene in Autumn 2019 to review the progress of recommendations, review how the Social Value Act has been embedded in the organization and how governance processes are followed.

### 2019/20 meeting dates

	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar
<b>CYPSSC</b>		15	19			11	23			9		4
<b>ECFSC</b>		9*	20			20		7		13		5
<b>HASC</b>			12			26		13 27*		15		11
<b>PFSC</b>		22		12			3	14*	5	22		19

\* Project Days (these are scheduled dates in the member diary that can be used for member briefings, specific training, TFG meetings or transferred into formal meetings if appropriate).

### Committee Membership 2019/20

For up to date Committee membership please go to the select committee [web pages](#) for more details.

### Scrutiny Support Officers – Contact Details

#### **Head of Democratic Services (and Statutory Scrutiny Officer)**

**Helen Kenny** 033 022 22532  
[helen.kenny@westsussex.gov.uk](mailto:helen.kenny@westsussex.gov.uk)

#### **Senior Advisors**

CYPSSC Rachel Allan 033 022 28966  
[rachel.allan@westsussex.gov.uk](mailto:rachel.allan@westsussex.gov.uk)

ECFSC Ninesh Edwards 033 022 22542  
[ninesh.edwards@westsussex.gov.uk](mailto:ninesh.edwards@westsussex.gov.uk)

HASC Helena Cox 033 022 22533  
[helena.cox@westsussex.gov.uk](mailto:helena.cox@westsussex.gov.uk)

PFSC Susanne Sanger 033 022 22550  
[susanne.sanger@westsussex.gov.uk](mailto:susanne.sanger@westsussex.gov.uk)

#### **Assistant Democratic Services Officers**

CYPSSC Natalie Jones-Punch 033 022 25098  
[natalie.jones-punch@westsussex.gov.uk](mailto:natalie.jones-punch@westsussex.gov.uk)

ECFSC Sally Manning 033 022 23883  
[sally.manning@westsussex.gov.uk](mailto:sally.manning@westsussex.gov.uk)

HASC Rob Castle 033 022 22546  
[rob.castle@westsussex.gov.uk](mailto:rob.castle@westsussex.gov.uk)

PFSC Lisa Sampson 033 022 28193  
[lisa.sampson@westsussex.gov.uk](mailto:lisa.sampson@westsussex.gov.uk)

Room 102, First Floor, County Hall, Chichester, West Sussex, PO19 1RQ

Hard copies of any of the documents referred to in this newsletter are also available on request from Susanne Sanger. Further information is also available via the [internet](#).

---

(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**

- The revised arrangements for safeguarding children, West Sussex Safeguarding Children Partnership, were approved by all partners and [published](#) on 25 June. The three lead local safeguarding partners – the Clinical Commissioning Groups, Sussex Police and the County Council – will hold equal and joint responsibility in forming the most appropriate arrangements to meet local need in West Sussex for safeguarding and promoting the welfare of children.
- The [latest](#) data indicates that the County Council is performing well in preventing and tackling reoffending by young people. The implementation of a new service delivery model within the Youth Offending Service, which focuses on identifying those children most likely to offend and delivering more effective interventions, should result in the service having a greater impact on reducing reoffending and repairing the harm caused within communities.

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

- The achievements of West Sussex apprentices were celebrated at a recent [graduation ceremony](#), for those who had successfully completed apprenticeships in subjects including social care, management and engineering. The County Council is committed to supporting increases in apprentice numbers and provides [opportunities](#) for apprentice roles in a range of disciplines.
- The County Council has highlighted some of the positive benefits of proposed changes to legislation in response to the consultation '[Children not in School](#)'. If implemented, along with adequate supporting funding, the changes would assist the local authority in fulfilling its duty to ensure all West Sussex children receive a suitable education.

---

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



## A PROSPEROUS PLACE

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

- [Experience West Sussex](#) is one of three websites to have been shortlisted for the Travel/Leisure website of the year as part of the [UK Digital Growth Awards](#). The UK Digital Growth Awards reward and celebrate exceptional agencies, tools, website, campaigns and talent that have driven digital growth and sales across all sectors and can demonstrate real and tangible results. The awards will take place on 17 July.
- At the recent [LGA Conference](#) the Leader was invited to speak at two fringe events. One on Women in Local Government and the other on Climate Change. Both provided an opportunity to highlight the good work being done at the County Council. The Leader also attended a meeting with Matt Hancock, Secretary of State for Health and Social Care, where a small group of Council Leaders were able to discuss Adults' Social Care and the benefit of IT.

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

- The County Council has secured [£558,000 of external funding](#) from the European Agricultural Fund for Rural Development. This will be used to deliver surface improvements to the Downs Link, an off-road route that runs from Guildford to Shoreham. Five sections along the old disused railway will be resurfaced by November 2020 making it more suitable for walking, cycling and horse-riding, including in winter, and boost visitor numbers and the rural economy.



## A STRONG, SAFE AND SUSTAINABLE PLACE

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

- Her Majesty's Inspectorate of Constabulary and Fire & Rescue Services (HMICFRS) published the findings of the [inspection](#) of the West Sussex Fire and Rescue Service on 20 June. The report found that effectiveness of the service 'requires improvement', the efficiency of the service 'requires improvement' and that the way it looks after its people is 'inadequate'. The County Council had already established an improvement plan and has now set up an improvement board to implement the recommendations.
- At the request of the Prime Minister's Office the [West Sussex County Council Record Office](#) took the historic [Sussex Declaration](#) (a rare copy of the American Declaration of Independence) to Downing Street for the Presidential State visit

---

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

in June. The County's Record Office holds a national award putting it in the top 6% of archives in the country.

- The County Council's Littlehampton Library has been chosen to [pilot a Community Fridge](#). The charitable organisation, Fare Divide, will run the project to make surplus food available to all without judgement or stigma, save perishable food from landfill and inspire healthier communities. Volunteers monitor the fridge, collect surplus food and advertise the project on social media.
- In response to comments and feedback from elected members, partners, and the public, the County Council has introduced a Micro-Fund for smaller grants to be made by the Council's Local Committees as part of the [Community Initiative Fund](#). A small group/organisation seeking funding for £750 or less will now be able to apply direct for a grant as an alternative to using the crowdfunding platform.
- [The Our Town scheme](#), successfully introduced in Horsham, will roll out across the county following an official launch for Worthing and Littlehampton on 28 June. The initiative looks to provide informal support, within town centres, for vulnerable people giving them the confidence to remain independent. It will provide a network of locations such as shops and cafes which can be accessed for help if people are feeling anxious, frightened or confused.

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

- The County Council has been supporting local students to learn more about the environment and climate change, and getting some useful feedback and ideas in return. The EYE (Eco Young and Engaged) Worthing [Summit](#) took place at Worthing College on 27 June, attended by over 200 students from 15 local schools. St Mary's Catholic Primary School, Bognor Regis, [won a trip to visit the Materials Recycling Facility](#) as part of the recent Green Month on Spirit FM. A parent described their visit as 'valuable and inspiring'.



## **INDEPENDENCE FOR LATER LIFE**

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

- The County Council's award-winning [Sugar Smart Dental Toolkit\\*](#) has been rolled out to all high street dental practices across West Sussex, following the success of the four-week pilot in May 2018. Aligned to the national [Change4Life](#) and '[Top tips for teeth](#)' campaigns, the toolkit supports dental teams to promote sugar reduction awareness amongst patients.
- The County Council's Public Health team has launched [Beat the Street Coastal West Sussex](#) with its partners Adur District and Worthing Borough Councils, Arun District Council and the Conservation Volunteers. The exercise initiative is

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

designed to increase activity in a fun way and links with other activity work being delivered in West Sussex such as the [WOW project](#) (walking once a week) and the [Daily Mile in schools](#).



## A COUNCIL THAT WORKS FOR THE COMMUNITY

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

- Early preparation work is underway to ensure the continuity of services currently delivered through two outsourced contracts providing a number of back office functions. The contracts held with Capita, known as the IT Outsource and Support Services Outsource contract, are due to end in September 2022. As the back office support is an integral part of how the County Council delivers services to residents this work will shape options for how the services could be delivered in future in a way that continues to support the County Council's [wider objectives](#).

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

- The Cabinet Member has [endorsed the commencement of a procurement process](#) to select a suitable commercial enterprise to work in partnership with the County Council. The key focus for the enterprise will be to raise value for the County Council by generating additional financial returns from surplus land assets at financial levels above those likely in a straightforward sale of undeveloped land. The funds raised will then be re-invested across West Sussex to support the [wider aims](#) of the County Council.
- The [Financial Statements\\*](#) of the County Council's Pension Fund show that the net asset value of the Fund is £4,371.4m, an increase of £267m compared to 31 March 2018 and £1,754.2m since 31 March 2014 (five years ago). The investment portfolio is reporting returns of 13.1% per annum over the last three years and 12.8% over the last decade, an outperformance versus the market of 1.9% per annum and 1.2% per annum respectively after fees.
- The 2019 Triennial Actuarial Valuation of the County Council's Pension Fund, which will set employer contribution rates from 1 April 2020 onwards, has started. Since the fund's liabilities were last assessed by the Fund Actuary in 2016, the Pension Panel has followed a programme of de-risking its investment with the intention of preserving the strong funding position and providing stability for employer contribution rates. It is anticipated that the 2019 valuation will show that the West Sussex Scheme is fully funded.

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

**Background Papers:** None



---

## **Governance Committee: Review of Scrutiny and Proposed Delegation to Standards Committee**

### **Review of Scrutiny**

- 1** Following a request from the Performance and Finance Select Committee and a motion approved by the Council at its meeting on 7 June, the Committee has agreed to a review of scrutiny in the light of new national guidance and best practice on scrutiny. The review will be undertaken by a panel of seven members of the Council, nominated by group leaders, including one member from each of the minority parties. It will also consider the review in light of the recent Ofsted inspection of Children's Services and the output of the Member Day scheduled to address scrutiny arrangements and to be held on 4 September 2019. It will report to the Governance Committee on 25 November 2019.
- 2** The new national guidance suggests different ways of carrying out scrutiny and the Governance Committee is interested in exploring other ways of working as part of the review. It has decided to badge the member group charged with the review of scrutiny as a standing panel but, in constitutional terms, the panel will follow the arrangements for task and finish groups.

### **Proposed Delegation to Standards Committee**

#### **Background and context**

- 3** If a customer is not satisfied with the response of the County Council to a complaint they have submitted, they have a right to complain to the Local Government and Social Care Ombudsman, who may agree to investigate the complaint as an allegation of maladministration.
- 4** Several complaints are submitted to the Ombudsman about the County Council each year. Some of these are not upheld but, on some occasions, the Ombudsman finds fault with the County Council and issues recommendations to the County Council in relation to the matter or to the Council's arrangements more generally. The County Council has a long-established track record of accepting recommendations made by the Ombudsman.
- 5** The County Council needs to clarify how it should deal with a situation where, having received a report from the Ombudsman, it is not considered appropriate to accept the recommendations set out in the report. The County Council has to demonstrate that it has fully considered the recommendations of the Ombudsman and has done so at an appropriate level, in the most suitable forum and with the right level of objectivity.

#### **Proposal**

- 6** The Standards Committee is the County Council's committee that seeks to promote and maintain high standards of ethical conduct across the County Council. Part of its remit is to monitor and advise upon the County Council's

complaints procedure including the Council's exercise of its powers to settle any claims for maladministration.

- 7 As the Standards Committee's terms of reference do not explicitly provide for it to provide the forum for the determination of the County Council's response to Ombudsman report recommendations it is proposed to make provision for this.
- 8 It is therefore proposed that an explicit delegation be added to the terms of reference of the Standards Committee for it to provide the County Council's decision on cases where the Council may wish to consider not accepting recommendations made by the Ombudsman. The proposed wording is as follows:
  - '18. To receive reports from and review the recommendations of the Local Government and Social Care Ombudsman in any instance where it is proposed that the recommendations are not accepted and to make a final decision on the County Council's response.'

#### **Risk Management Implications**

- 9 On the rare occasions that the County Council does not accept the recommendations of the Ombudsman, there is a risk of reputational damage to the County Council. Ensuring that the Standards Committee has a clear delegation will ensure that proper consideration is given by this Committee before deciding whether or not to accept the recommendations.

#### **Recommended**

That the terms of reference of the Standards Committee be amended to include the delegation set out in paragraph 8 above.

#### **Janet Duncton**

Chairman of the Governance Committee

**Contact:** Clare Jones 033 022 22526

#### **Background Papers**

None