

# Public Document Pack

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16 November 2021

## **Communities, Highways and Environment Scrutiny Committee**

A meeting of the Committee will be held at **10.30 am** on **Wednesday, 24 November 2021** at **County Hall, Chichester, PO19 1RQ**.

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

**The meeting will be available to watch live via the Internet at this address:**

<http://www.westsussex.public-i.tv/core/portal/home>.

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### **Agenda**

- 10.30 am     1.     **Declarations of Interest**
- Members and officers must declare any pecuniary or personal interest in any business on the agenda. They should also make declarations at any stage such an interest becomes apparent during the meeting. Consideration should be given to leaving the meeting if the nature of the interest warrants it. If in doubt please contact Democratic Services before the meeting.
- 10.32 am     2.     **Minutes of the last meeting of the Committee** (Pages 5 - 10)
- The Committee is asked to agree the minutes of the meeting held on 30 September (cream paper).
- 10.34 am     3.     **Urgent Matters**
- Items not on the agenda which the Chairman of the meeting is of the opinion should be considered as a matter of urgency by reason of special circumstances, including cases where the Committee needs to be informed of budgetary or performance issues affecting matters within its terms of reference, which have emerged since the publication of the agenda.
- 10.35 am     4.     **Responses to Recommendations** (Pages 11 - 14)

The Committee is asked to note the responses to recommendations made at the 30 September meeting.

10.37 am 5. **Domestic and Sexual Violence and Abuse** (Pages 15 - 30)

The Committee is asked to scrutinise the current partnership approach to tackling domestic and sexual violence and abuse in West Sussex in order to obtain a more coherent and detailed picture of the threats, harms, risks and vulnerability that impact our residents.

**Comfort Break for 10 minutes - 12.22pm-12.32pm**

12.32 pm 6. **Energy Strategy 2030** (Pages 31 - 50)

The Committee is asked to scrutinise the draft Energy Strategy 2030, which the Cabinet Member for Environment and Climate Change plans to adopt in due course.

The Committee is in particular asked to consider:

(1) Whether the rationale for the chosen scenario is justified and if it is the best fit for the County

(2) How have the County Council's priorities changed in relation to climate change matters since the implementation of the previous strategy agreed in 2016?

(3) What support the County Council is providing to households affected by fuel poverty and what does the future look like if central government funding is cut?

(4) Whether the strategy is deliverable and sufficiently ambitious?

**Lunch Break for 30 minutes - 1.20pm-1.50pm**

1.50 pm 7. **(Quarter 2) Quarterly Performance and Resources Update** (To Follow)

A report by the Director of Law and Assurance, setting out the finance and performance position as at the end of September 2021.

The Committee is asked to note the report.

2.20 pm 8. **Review of Community Traffic Regulation Orders (TROs)** (To Follow)

Traffic Regulation Orders (TROs) are legal orders that support the enforceable restrictions and movements on the public highway. In West Sussex, requests for TROs are received from communities each year to deal with matters such as speed limits, parking controls and moving traffic offences. These

requests are known as Community TROs. The Cabinet Member for Highways and Transport seeks to ensure the way in which Community TROs are prioritised, approved and delivered is fit for purpose and responds appropriately to community demand.

The Committee is asked to scrutinise the draft Assessment Framework, delivery mechanism and governance arrangements.

9. **Forward Plan of Key Decisions** (Pages 51 - 100)

3.05 pm

10. **Work Programme Planning and Possible items for Future Scrutiny** (To Follow)

The Committee is asked to review its current draft work programme for the remainder of the County Council term. The work programme attached reflects the outcome of discussions at the Committee's Business Planning Group meeting on 5 November 2021.

The Committee is asked to review the Forward Plan entries relevant to its remit (Appendix A) and mention any items which they believe to be of relevance to the business of the Scrutiny Committee. If any member puts forward an item for scrutiny, the Committee's role at this meeting is to assess, briefly, whether to refer the matter to its Business Planning Group (BPG) to consider in detail.

11. **Requests for Call-in**

There have been no requests for call-in to the Scrutiny Committee and within its constitutional remit since the date of the last meeting. The Director of Law and Assurance will report any requests since the publication of the agenda papers.

3.15 pm

12. **Date of Next Meeting**

The next meeting of the Committee will be held on 19 January 2022 at 10.30 am at County Hall, Chichester. Probable agenda items include:

- Local Transport Plan
- Strategic Options for Waste Disposal

Any member wishing to place an item on the agenda for the meeting must notify the Director of Law and Assurance by Friday 7 January 2022.

**To all members of the Communities, Highways and Environment Scrutiny Committee**

## **Webcasting**

Please note: this meeting is being filmed for live and subsequent broadcast via the County Council's website on the internet. 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.

## **Communities, Highways and Environment Scrutiny Committee**

30 September 2021 – At a virtual meeting of the Communities, Highways and Environment Scrutiny Committee held at 11.00 am at Virtual meeting with restricted public access.

Present:

Cllr Britton  
Cllr Oakley  
Cllr Albury

Cllr Baldwin  
Cllr Greenway  
Cllr Markwell

Cllr Milne  
Cllr Oppler, left at 2.03  
Cllr B Cooper, left at 1.20

Apologies were received from Cllr Baxter, Cllr Kenyon and Cllr Quinn

Also in attendance: Cllr Crow, Cllr J Dennis and Cllr Urquhart

### **12. Declarations of Interest**

12.1 No declarations were made.

### **13. Minutes of the last meeting of the Committee**

13.1 Resolved - that the minutes of the meeting held on 9 June 2021 be approved as a correct record, and that they be signed by the Chairman.

### **14. Managing Demand at Recycling Centres**

14.1 The Committee considered a report and presentation on managing demand at recycling centres (copies appended to the signed minutes).

14.2 Summary of responses to members comments and questions: -

- Although some household recycling centres took trade waste for a fee, most was dealt with at private sites
- Material that was subject to fly-tipping was not the sort of material that household recycling centres dealt with
- There was anecdotal evidence that some Bognor Regis residents resented the booking trial and the limit on visits allowed although feedback showed 60% were in favour of the system
- The system of five visits a month was working well, but the Council would wait for the outcome of consultation before reviewing this
- If the system became permanent, consideration would be given to providing an app for bookings
- There was confidence that the system would be cost neutral
- A concern was raised regarding the state of the WSCC-owned access road to The Woodhorn Group's green waste recycling centre in Tangmere. It is perceived as a potential deterrent for private

contractors with small vehicles and a contributing factor to subsequent green waste fly-tipping in the local area

- Changes to paperwork by the Department for Environment, Food and Rural Affairs could explain the increase in fly-tipping of green waste
- Sites could be added to the system if there were major issues at them such as congestion
- If same day bookings were introduced, the cost would be absorbed by existing arrangements
- As some sites did not accept trailers, some people would have to go to sites that did
- Capacity at sites in Horsham and Littlehampton could be improved in the future

14.3 Resolved – that the Committee: -

- i. Looks forward to the possibility of making the pilot booking system permanent at the Bognor Regis, Crawley, Horsham, Littlehampton, Shoreham and Worthing recycling centres and extending the booking system to include the Burgess Hill recycling centre, going to public consultation and receiving the feedback so the County Council can make a more informed decision on making this initiative permanent or not.
- ii. Welcomes the fact that same day booking and the introduction of an app to make it easier for people to book is being explored
- iii. Asks the Cabinet Member for Environment and Climate Change to note concerns around fly-tipping and the site at Bognor Regis

## **15. Local Flood Risk Management Strategy**

15.1 The Committee considered a report and presentation on the Local Flood Risk Management Strategy (copies appended to the signed minutes).

15.1 Summary of responses to members' questions and comments: -

- A lot of work had been carried out in areas of Bognor Regis that suffered from flooding in 2012 – these areas would be covered by the strategy but are not in the top 25 areas for concern
- Co-operation between councils and water authorities had improved since 2010 which had helped alleviate some historical problems - all district and borough councils had drainage engineers which also helps
- The actions the Council takes to ensure repairs to drainage systems are made by landowners is successful meaning legal action is not required
- Ditch wardens were used on the Manhood peninsular to spot potential drainage problems early – this scheme could be rolled out across the county
- The Council is building a database on underground highways assets as little is known about them
- If the Council learns of damage to drainage systems by utility companies, it works with them to resolve the issues
- The Council was working with Southern Water to deal with groundwater problems throughout the county
- District and borough councils received funding for drainage projects via the Community Infrastructure Levy

- Work took place with developers on betterments to drainage problems that fell outside of Community Infrastructure Levy or Section 106 projects
- The Committee was promised a briefing note on areas of responsibility for flooding matters and the top 25 areas of concern listed in priority order

15.3 Resolved – that the Committee: -

- i. Welcomes the improvements made to the strategy for 2021-2026 acknowledging the criteria for the 25 at risk areas, but requests that they be presented in prioritised order from
- ii. Welcomes a briefing note on who is responsible for what in managing flood risk
- iii. Acknowledges the challenge of accessing funding
- iv. Asks that consideration should be given to the deliverability of actions for the priority areas with the time and resources available and the resilience of the Council to deal with climate change rainfall events
- v. Encourages more proactive enforcement of repairs to degrading drainage systems

## **16. End of June 2021 (Quarter 1) Quarterly Performance and Resources Report**

16.1 The Committee considered the end of June (Quarter 1) Quarterly Performance and Resources report (copy appended to the signed minutes).

16.2 Summary of responses to members' questions and comments: -

- It was seen as a good thing that people continued to contact the community hub – most people now needed signposting to services rather than practical help
- The target of 7.5km of new cycle paths a year was based on length of designated paths, not quality, and did not include those in new developments. No new cycle paths were built on roads
- Longer term funding would improve the scheduling of building cycle paths – weather was not expected to cause delays
- The Council was in dialog with the contractor to clear the backlog of defects which would be made worse by a bad winter
- The Council paid the contractor a fixed sum to repair a fixed number of defects and agreed a fee with them if the number of repairs needed was exceeded
- Maintenance of A and B roads only used capital investment if there were problems
- There was no evidence that e-scooters were a specific factor in the number of people killed or seriously injured on the roads – figures for accidents involving e-scooters were not recorded separately

16.3 Resolved – that the Committee: -

- i. Acknowledges the issues around the registration service and where Covid has impacted and how we anticipate this to improve moving forward now as restrictions are easing
- ii. Acknowledges what the uptake of the digital offer in libraries
- iii. Acknowledges the challenge and importance of risks and performance issues, and the reliance upon officers flagging these
- iv. Is content with the new format of the Performance and Resources Report

## **17. Highways Maintenance Contracts**

17.1 The Committee considered a report and presentation on the highways maintenance contracts (copies appended to the signed minutes).

17.2 Summary of responses to members' questions and comments: -

- The Council was generally satisfied with the way the different highway maintenance contracts are being delivered but there was room for improvement with Lot 1 – Core Maintenance Services
- The biggest challenge going forward was maintaining a balance across all lots by not taking for granted those working well and focussing too much on those not doing so well
- The Council was confident it had adequate supervision of contracts although this was time consuming
- The shortage of HGV drivers had impacted on the number of gritter lorry drivers available – training staff to make up for this could be an option
- Some drainage targets had been missed as chambers could not be reached due to them being obstructed by parked cars
- The current delivery model is working better than previous ones and is the best possible with the resources available, but it was acknowledged that this still might not live up to residents' expectations
- Road quality suffered from lack of investment nationally and the volume of traffic, particularly HGVs, not the weight of HGVs
- HGVs were encouraged to take primary routes where possible, but had to use minor roads for things such as deliveries, waste collection and bus routes

17.3 Resolved – that the Committee: -

- i. Acknowledges that very soon the whole process of procuring highways maintenance contracts starts again and requests that the Committee is involved as and when appropriate
- ii. Would like to know more about what the impact may be over the winter of a shortage of HGV drivers and how that impacts on service delivery
- iii. Would like a better understanding of the drainage infrastructure
- iv. Requests training on this subject when and where appropriate

## **18. Establishment of a On-Street Parking Management Task and Finish Group**



18.1 Resolved – that the Committee agrees the membership of the On-Street Parking Management Task and Finish Group as Cllr Albury, Cllr Baldwin, Cllr Baxter, Cllr Milne and Cllr Oakley.

**19. Establishment of a Gatwick Airport Northern Runway Consultation Task and Finish Group**

19.1 Resolved – that the Committee agrees the membership of the Gatwick Airport Northern Runway Consultation Task and Finish Group as Cllr Albury, Cllr Britton, Cllr Oakley, Cllr Quinn and Cllr Milne.

**20. Forward Plan of Key Decisions**

20.1 Resolved – that the Committee notes the Forward Plan of Key Decisions.

**21. Work Programme Planning and Possible Items for Future Scrutiny**

21.1 The Committee considered its work programme and possible items for future scrutiny.

21.2 Resolved – that the Committee agrees the following changes to its work programme: -

- No savings proposals would be coming to the November meeting
- Preview of any decision on the future of Operation Watershed to come to the Committee (probably in 2022)
- Annual monitoring of the Highways Maintenance Contract and procurement on new contracts to come to the Committee at the appropriate time
- The Flood Risk Management Strategy to be reviewed again in 2023

**22. Date of Next Meeting**

22.1 The next meeting of the Committee will be held on 24 November at 10.30 am at County Hall, Chichester.

The meeting ended at 3.22 pm

Chairman

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## Cabinet Member Responses

<b>Response from Cabinet Member for Environment and Climate Change – Mrs Urquhart</b>		
<b>Agenda item</b>	<b>Environment &amp; Communities Scrutiny Committee recommendations (30 September 2021)</b>	<b>Response</b>
<b>Local Flood Risk Management Strategy</b>	<p>1. Welcomes the improvements made to the strategy for 2021-2026 acknowledging the criteria for the 25 at risk areas, but requests that they be presented in prioritised order form.</p>	<p>Based on the number of properties at risk, the 25 areas in priority order (from highest to lowest) are as follows:</p> <ol style="list-style-type: none"> <li>1. East Preston Parish</li> <li>2. Southwater Parish</li> <li>3. Easebourne Parish</li> <li>4. Washington Parish</li> <li>5. Shoreham &amp; Southwick (unparished area)</li> <li>6. Lancing Parish</li> <li>7. Linchmere Parish</li> <li>8. Crawley Borough</li> <li>9. Billingshurst Parish</li> <li>10. Lindfield Parish</li> <li>11. Itchingfield Parish</li> <li>12. Worthing Borough</li> <li>13. Haywards Heath Parish</li> <li>14. Hassocks Parish</li> <li>15. Littlehampton Parish</li> <li>16. Westbourne Parish</li> <li>17. Findon Parish</li> <li>18. Burgess Hill Parish</li> <li>19. Steyning Parish</li> <li>20. Angmering Parish</li> <li>21. Worth Parish</li> <li>22. Horsham (unparished area)</li> <li>23. Rustington Parish</li> <li>24. Sompting Parish</li> <li>25. Chichester Parish</li> </ol>

## Cabinet Member Responses

	<p>2. Welcomes a briefing note on who is responsible for what in managing flood risk.</p>	<p>Chapter 2 of the updated Local Flood Risk Management Strategy (LFRMS) sets out the roles and responsibilities of the Risk Management Authorities, that is, the County Council (as both Lead Local Flood Authority and Local Highway Authority), the Environment Agency, the Water Companies, the District and Borough Councils, and National Highways. It also addresses the role of stakeholders and partners, including utility and infrastructure providers, riparian owners, parish and town councils, property owners and residents, and flood action groups.</p> <p>The 'Flooding' pages on the County Council's website will be revised, as necessary, to provide clarity about roles and responsibilities in relation to flood risk management. And a briefing note placed on the MINE and in members Bulletin (this is for the benefit of new members who weren't at the committee meeting).</p>
	<p>3. Acknowledges the challenge of accessing funding.</p>	<p>Noted. Appendix D of the LFRMS identifies potential sources of revenue and capital funding to implement the Strategy. These include WSCC funds, developer contributions (both S106 and the Community Infrastructure Levy), the Flood Defence Grant in Aid (FDGiA) via the Regional Flood and Coastal Committee (RFCC), the Local Levy via the RFCC, and one-off DEFRA grants. At this stage, the size of the funding challenge is not currently known because no specific projects/schemes are identified in the LFRMS. They will be identified during the life of the Strategy, mainly through the studies on the 25 priority areas.</p>

## Cabinet Member Responses

	<p>4. Asks that consideration should be given to the deliverability of actions for the priority areas with the time and resources available and the resilience of the Council to deal with climate change rainfall events.</p>	<p>The focus for implementation of the LFRMS will be on undertaking studies of the 25 priority areas that will, where necessary, identify the need for physical works to address flood risk. Wherever possible, the studies will be undertaken using 'in-house' resources supplemented, as necessary, by the use of external consultants. Any infrastructure schemes identified through the studies will be taken forward for delivery through the Capital Programme. Resilience to climate change will be a key consideration in the development of any schemes that are identified.</p>
	<p>5. Encourages more proactive enforcement of repairs to degrading drainage systems.</p>	<p>Unfortunately, given resource constraints, it is not possible to take a proactive approach to the identification of problems across the County. However, where problems are reported (often by the parish and town councils), the County Council works in partnership with the District and Borough Councils to ensure that riparian owners undertake the necessary repairs to their infrastructure as quickly as possible.</p>

### Response from Cabinet Member for Highways and Transport – Mrs Dennis

<b>Agenda item</b>	<b>Environment &amp; Communities Scrutiny Committee recommendations (30 September 2021)</b>	<b>Response</b>
<b>Highways Maintenance Contracts</b>	<p>i. Acknowledges that very soon the whole process of</p>	<p>Noted – scrutiny will be engaged in the process.</p>

## Cabinet Member Responses

	procuring highways maintenance contracts starts again and requests that the Committee is involved as and when appropriate.	
	ii. Would like to know more about what the impact may be over the winter of a shortage of HGV drivers and how that impacts on service delivery.	Following a number of operational discussions with our contractor Balfour Beatty, it has been confirmed that they have secured enough HGV drivers to deliver the Winter Service for 21/22. There are a total of 19 routes to be treated at any one time and a total of 31 drivers secured, which provides a good level of resource and resilience to successfully deliver the Winter Service. Obviously, this is subject to sickness and market conditions changing but ultimately it is their responsibility to deliver the service.
	iii. Would like a better understanding of the drainage infrastructure.	This will be covered in a future member Member Development Session.
	iv. Requests training on this subject when and where appropriate.	A programme is currently under development.

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## **Report to Communities, Highways and Environment Scrutiny Committee**

**24 November 2021**

### **Crime & Disorder Background Report – Domestic and Sexual Violence and Abuse**

#### **Report by Head of Community Safety and Wellbeing/Director of Communities**

**Electoral division(s): All**

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#### **Summary**

Domestic and sexual violence and abuse (hereafter referred to as D&SVA) are devastating crimes - the effects are both far-reaching and long-lasting. There are approximately 2.4 million victims a year, the majority of whom are women. An effective partnership response to eliminating D&SVA in West Sussex is essential, creating a society where it is not tolerated and victims, professionals and our communities are empowered to challenge and speak out against this damaging behaviour – all people deserve to be and feel, safe in their homes and in public spaces.

Throughout this report, both 'victim' and 'survivor' have been used to describe individuals experiencing domestic abuse. (It should be noted that the terms domestic abuse and D&SVA are often used interchangeably).

If you, or someone you know, is or might be, experiencing abuse local and national help and support is available. Support is available through WORTH services in West Sussex Monday-Friday and can be contacted on 0330 222 8181. The national 24 hour domestic abuse helpline can be contacted on 0808 2000 247. Lifecentre support those living in West Sussex that have had an unwanted sexual experience. To access support, contact 01243 786349 or call the helpline on 0808 8020808. You are not alone.

#### **Focus for Scrutiny**

Scrutinise the Safer West Sussex Partnership arrangements for D&SVA in West Sussex in order to obtain a more coherent and detailed picture of the threats, harms, risks and vulnerabilities that impact our communities and residents.

In particular, that the Committee:

- (1) Support the current partnership approach to reducing harm from D&SVA
  - (2) Consider opportunities to engage with communities.
  - (3) Utilise networks to share public messages
-

## **Proposal**

### **1 Background and context**

#### **National overview – Domestic and Sexual Violence and Abuse**

- 1.1 The UK Government's definition of domestic abuse is 'any incident or pattern of incidents of controlling, coercive, threatening behaviour, violence or abuse between those aged 16 or over who are, or have been, intimate partners or family members regardless of gender or sexuality.'
- 1.2 'Anyone can be a victim of domestic abuse, regardless of gender, age, ethnicity, religion, socio-economic status, sexuality or background'<sup>i</sup>
- 1.3 D&SVA are often 'hidden crimes', which are under reported – frequently happening behind closed doors. On average victims will experience 50 incidents of abuse and will live with domestic abuse for up to 3 years before getting help.<sup>ii</sup> The governments 'Tackling violence against women and girl's strategy notes that for many girls and adult women, violence, abuse and harassment has simply become normalised. Nationally, there are some 2.3 million victims of domestic abuse every year aged 16 to 74 (1.6 million women and 77,000 men). Domestic abuse is also experienced by those aged 74 onwards, however this data is not collected by the Office for National Statistics. National figures show that two thirds of recorded victims are female. In West Sussex, from 1<sup>st</sup> January 2021 96.6% of victims engaged with the high risk IDVA service were female.<sup>iii</sup>
- 1.4 10 years ago, in the UK, every 4 days a woman was killed by a man, most commonly, a current or former partner, or family member. The numbers, methods, and contexts in which women are killed has changed very little over a 10-year period.<sup>iv</sup> In 2020 207 women were killed. In 2019, 241 women were killed, the highest number in a decade. To date, in 2021, 112 women have been killed by men (or where a man is the principal suspect) with a further 20 cases awaiting more information. <sup>v</sup>
- 1.5 More than 70% of women are killed in their own home, twice the figure for men.
- 1.6 For the year ending March 2020, the Crime Survey for England and Wales (CSEW) estimated that 1.6 adults had experienced sexual assault by rape or penetration. More than 1 in 20 women had experienced rape or attempted rape. There were just 59,000 reports made to police in the year ending March 2020, and in 2020 just 1495 people were convicted of rape. This was the lowest number since figures began being released in 2014.<sup>vi</sup> There has been recent media attention on radicalisation and violent extremism regarding the INCEL movement in relation to misogyny and violence against women and girls. Some of the more extreme and violent strands have advocated for mass murder, state implemented wives and girls' programmes and mass rape. There is emerging evidence that links terrorism, domestic abuse, and misogyny, challenging traditional theories of ideology alone, speculating that many fatal terrorist attacks are in fact an escalation of violence that has been previously carried out or witnessed by the perpetrator.<sup>vii</sup>



## West Sussex Partnerships

1.7 The current priorities for the Safer West Sussex Partnership are;

- Violence and Exploitation
- Domestic and sexual violence and Abuse
- Substance misuse
- Social inequality and hate crime
- Digital Safety
- Preventing Radicalisation and Violent Extremism

1.8 D&SVA cuts across a number of these priorities, in particular serious violence, and substance misuse.

Strategic responsibility for the partnership response to D&SVA and the new statutory duties under the Domestic Abuse Act 2021 sits within the Community Safety and Wellbeing service, with the D&SVA lead officer reporting to the Head of Community Safety and Wellbeing

1.9 In West Sussex the partnership response is coordinated through the Domestic and Sexual Violence and Abuse Steering Group (DSVASG), which works closely with, and is represented on, the Sussex Domestic Abuse Board, the Sussex Serious Violence Steering Group (SRVSG) and the West Sussex Violence and Exploitation Reduction Partnership.

1.10 The Pan-Sussex Domestic and Sexual Violence and Abuse Strategic Framework, co-produced with East Sussex and Brighton and Hove in 2020, sets out our strategic ambitions to make Sussex a safe place to live and work, and to ensure that those responsible for abuse are held accountable for their actions. Our joint commitment is a partnership of agencies, working together to provide robust, accessible, and supportive services to those experiencing abuse.

1.11 This framework will drive partnership work to reduce domestic and sexual violence and abuse whilst also noting that this can only be achieved by successfully 'bridging the gap' between services. There is clear acknowledgement of the correlation between co-occurring needs, particularly around women who are subject to multiple disadvantages. Partners must work together to ensure the best outcomes for families across the County

1.12 The strategy has four distinct priorities.

- Prevention and Early Intervention
- Service Provision
- Pursuing Perpetrators
- Partnership Working

## Agenda Item 5

- 1.13 The accompanying action plans for East and West Sussex reflect strategic and operational matters relating to the four priorities, aligned with the Domestic Abuse Act and National Violence against Women and Girls strategy.
- 1.14 The current Pan Sussex strategic framework can be viewed here; [https://www.westsussex.gov.uk/media/14953/strategic\\_framework\\_domestic\\_sexual\\_violence\\_abuse\\_2020-2024.pdf](https://www.westsussex.gov.uk/media/14953/strategic_framework_domestic_sexual_violence_abuse_2020-2024.pdf)

### **Service delivery in West Sussex**

- 1.15 The partnership of D&SVA providers across West Sussex is made up of both voluntary and statutory stakeholders.
- 1.16 Nationally, the structure of service delivery varies by local authority. In East Sussex, D&SVA services are commissioned by the local authority and delivered by voluntary sector organisations. WSCC does not commission any services, however, works closely with voluntary partners, and the Office of Sussex Police and Crime Commissioner (OSPCC) to ensure informed funding decisions, and to encourage and sustain a joined-up approach to the delivery of support services. This approach has meant that WSCC has strong existing and historic relationships with the police, children's services and adults' services, ensuring robust information sharing, and risk management procedures.
- 1.17 WORTH services are an 'in house' service provided by West Sussex County Council (WSCC). WORTH services provide Independent Domestic Violence Advisor's (IDVA) support to high-risk victims. The service also provides Independent Sexual Violence Advisors (ISVA) and specialist Young People's Violence Advisors (YPVA's) and IDVA support to the high harm perpetrator project. WORTH is located within the Multi-agency Safeguarding Hub (MASH) and countywide via the Early Help hubs. The way in which WORTH services is delivered is currently being reviewed through the implementation of the Family Safeguarding Model.
- 1.18 The Family Safeguarding Model is an innovative, whole-system approach to safeguarding children and young people. It was developed in 2014 by Hertfordshire County Council. The approach places a multi-disciplinary team of mental health practitioners, domestic abuse practitioner, probation workers and children's social workers together in a team to directly support parents.
- 1.19 Hertfordshire adopted this practice model in 2015 and have seen significantly improved outcomes for children and families. Adopting a 'whole family approach' has made access to specialist support easier, meaning that parents are not navigating the complex issues of mental health, domestic abuse or substance misuse alone, bettering the outcomes for them and their children.
- 1.20 Hertfordshire saw the number of children on child protection plans reduce by 55% in 30 months.
- 1.21 In West Sussex, 13 specialist domestic abuse workers will work in multi-disciplinary teams countywide delivering the model.
- 1.22 Operational responsibility for the delivery of the IDVA service and Multi-Agency Risk Assessment Conferences (MARACs) sit within the Early Help Service.

- 1.23 There are 4 MARACs in West Sussex covering Crawley, Horsham/ Mid Sussex, Worthing, and Chichester/Arun. Each MARAC is held once a month. The role of the MARAC is to facilitate, monitor and evaluate effective information-sharing regarding high-risk cases of domestic abuse to enable appropriate actions to be taken to increase public safety, the safety of the victim, and their children.
- 1.24 The MARAC report for 2020-2021 shows that a total of 1,155 cases were heard in West Sussex. Of these, 286 (24.7%) were repeat cases and there was a total of 923 children described as 'living in the household'.
- 1.25 In addition, MARAC Plus meetings are held monthly in West Sussex, where a strategic response is provided to the highest risk cases. Cases discussed at MARAC plus will have been heard at a MARAC meeting +3 times in 12 months, or will involve high risk, or serial perpetrators.
- 1.26 [My Sisters' House](#) women's centre provides step down and recovery support across Arun and Chichester. The service supports women experiencing multiple disadvantages by offering a community based drop-in service, advocacy support, group work and counselling.
- 1.27 [Safe in Sussex](#) provides 24 refuge spaces across Chichester, Littlehampton and Worthing alongside peer support groups and the Freedom Programme in Horsham, Worthing, and Bognor. Amber House refuge is located in Littlehampton, and is an innovative community-based model, offering accommodation and support to local women.
- 1.28 [Connect](#) is a community-based support service, providing advocacy support, group work and peer support across Crawley and Worthing. Connect has run as a three-year pilot in partnership with WSCC and is due to close in December 2021.
- 1.29 My Sisters' House, Safe in Sussex and Connect all provide domestic abuse recovery support for children and young people.
- 1.30 [Lifecentre](#) provides counselling, email counselling and telephone helpline support to people of all ages and genders across West Sussex who have had an unwanted sexual experience.
- 1.31 [Survivors Network](#) ISVA service provide information and support to people in West Sussex who have experienced sexual violence or abuse, no matter when it happened.
- 1.32 In West Sussex, there are specialist services which have been made available, in part, via funding from the OSPCC including women only services, 'by and for' services for black women, additional posts to support Eastern European victims, an additional post to support male victims and an additional post to support Lesbian, Gay, Bi-sexual, Transgender, Queer (or questioning) and others (LGBTQ+) A pilot project has been funded pan-Sussex, commissioning the LGBT switchboard to train and provide 2 IDVAs to support victims via their service. The pilot will initially run in Brighton, with West Sussex following.
- 1.33 Additional posts have been funded via WORTH services to support 2 further IDVAs, working with those who are experiencing multiple disadvantages. Multiple disadvantages are broadly understood to include service users with support needs in two or more of the following areas;

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- Domestic abuse
- Mental health challenges
- Substance misuse need
- Homelessness
- Children removed from care
- Involved in the criminal justice system

1.34 There is however a need for further development of specialist services, in order that those facing additional barriers to support are acknowledged and have access to support that best meets their needs. There are currently provisional gaps in specialist support services to meet the needs of

- Victims without recourse to public funds
- Ethnic minority communities
- Older people
- People with disabilities
- Adults experiencing child/adolescent to parent abuse

1.35 The current funding arrangements allow for provider autonomy, and enable an agile, needs-responsive model. There is challenge however in providing service stability and continuity due to limited long-term funding opportunities.

### **Perpetrator Intervention and strategy**

1.36 In 2020, £1.220 million was secured to deliver a domestic abuse and stalking intervention programme in Sussex

1.37 The High Harm Serial Perpetrator Programme works with a cohort selected using police information. Referrals also come from other policing teams.

1.38 The programme is delivered by a multi-agency team to address multiple and complex needs.

1.39 There is an embedded police officer, which provides the capability to manage perpetrators who do not engage. The programme is based on 'Building Better Relationships', an intervention for male perpetrators of violence and abuse within (heterosexual) intimate relationships.<sup>viii</sup>

1.40 Alongside the high harm perpetrator programme, an additional programme is being delivered by Crounston<sup>ix</sup>. This is a 24-week rolling intervention delivered across Sussex called the 'Men and Masculinity Programme'. The programme challenges domestic abuse in all its forms and delivers a range of interventions specifically targeted at increasing victim/survivors' safety by challenging perpetrators of abuse to take responsibility for their behaviour. The programme is supported by an IDVA provided by WORTH services to ensure any victim risk is managed appropriately. The programme works on the belief that domestic

abuse is a learned behaviour and can therefore be unlearned. The programme is built to support the process of perpetrator change in order to protect their victim

- 1.41 The stalking intervention programme is the first of its kind in the country.
- 1.42 The programme works with high-risk stalkers, referred into the programme as a condition of a stalking protection order.
- 1.43 Victim advocacy is provided by specialist stalking service Veritas Justice.

### **Whole Family Approach**

- 1.44 Domestic abuse, much like children's safeguarding, is not the responsibility of one single agency. Domestic abuse is 'everybody's business'
- 1.45 Child protection responses and domestic abuse responses can become separated – this can mean that no one is seeing the bigger picture and interventions can be unsafe, ineffective, and unsuitable.
- 1.46 Under the Domestic Abuse Act children are recognised as victims in their own right. Alongside adult victim/survivors, children need access to the right support at the right time to keep them safe, and to help them recover.
- 1.47 Perpetrators are often invisible within safeguarding plans, which child protection approaches traditionally focusing on the victim's ability to protect, rather than addressing the risk posed by the perpetrator.
- 1.48 Social care teams can struggle to meaningfully engage with perpetrators, reducing the opportunity to address abusive behaviour before it escalates.
- 1.49 In West Sussex we are operating the 'One Front Door' model. One Front Door aims to support vulnerable adults and children to get a swift and effective response.
- 1.50 The One Front Door (OFD) model aims to integrate pathways into child safeguarding and domestic abuse services by organisations working together to identify and safeguard vulnerable families at the earliest opportunity.
- 1.51 The OFD model utilises a multi-agency specialist team to identify the needs and risks to all family members at the same time, facilitating early intervention and pre-emptive action. In this way, a team of co-located expert practitioners from a range of agencies will work collaboratively to assess risk in all its guises, whenever there is a safeguarding concern raised about any family member. By pooling expertise and sharing information at the earliest opportunity, we enable professionals to get the most comprehensive picture of risk for each family member.
- 1.52 Between November 2018 and December 2021, SafeLives have been working in partnership with WSCC to trial an innovative new approach to reduce inconsistencies that exist nationally in the response to domestic abuse. The approach has been piloted in West Sussex and Norwich.
- 1.53 Connect is a model co-produced with survivors with lived experience and national domestic abuse services. The project offers innovative interventions to improve outcomes for individuals and whole families. They are:
  - Support for adults and children experiencing 'medium risk' abuse

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- Support for adults experiencing multiple disadvantage
- Specialist support for each family member where couples want to stay together
- Specialist support for children and young people
- Recovery support that promotes healing and resilience.

1.54 The interventions form a package of support, taking into account the needs of each person experiencing domestic abuse and offering a tailored response. The pilot included training and guidance for professionals, enhancing skills and supporting agencies to work together to create a culture of engagement with the people and communities they serve.

1.55 The pilot will close in West Sussex in February 2022.

### **Domestic Homicide Reviews**

1.56 Domestic Homicide Reviews (DHRs) were established on a statutory basis under the Domestic Violence, Crime and Victims Act 2004. Guidance published in 2011 was replaced by new guidance in 2016 which can be found here ; [https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/575273/DHR-Statutory-Guidance-161206.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/575273/DHR-Statutory-Guidance-161206.pdf)

1.57 A DHR is a review of the circumstances in which the death of a person aged 16 or over has, or appears to have, resulted from violence, abuse or neglect by a person to whom he was related or with whom he was or had been in an intimate personal relationship or a member of the same household.

1.58 The victims voice and lived experience is reflected throughout the process. The primary objective of a DHR is to identify lessons learned from the death, and to influence practice to prevent further tragedies from occurring.

1.59 The management of DHR's in West Sussex is led by the Safer West Sussex Partnership. An independent chair and co-author are commissioned, with a review panel of statutory and voluntary sector organisations supporting the process.

1.60 The Home Office quality assures the final reports and accompanying action plans prior to publication.

### **The Domestic Abuse Act 2021**

1.61 The Domestic Abuse Act (hereafter referred to as The Act) received Royal Assent, becoming law on 29<sup>th</sup> April 2021.

1.62 The Act is a landmark piece of legislation, designed to provide further protection to the millions of people that experience domestic abuse every year, alongside strengthening measures to tackle perpetrators.

- 1.63 It sets out a statutory definition of domestic abuse and for the first time, identifies children as victims. A full description of measures with the Act can be found in Appendix 1.
- 1.64 The Act places a statutory duty on tier one local authorities relating to the provision of support to victims of domestic abuse and their children residing within refuges and other safe accommodation<sup>x</sup>. Additional statutory duties are set out, and have been actioned, as follows:
- Appoint a multi-agency Domestic Abuse Local Partnership Board which it will consult as it performs certain specified functions. In Sussex, the three Tier One local authorities agreed to form a Pan-Sussex Domestic Abuse Local Partnership Board which will meet on a quarterly basis and have an independent chair. Please see Appendix 2 for details of the objectives, role, and membership of Local Partnership Boards;
  - Assess the need for accommodation-based domestic abuse support in their area for all victims or their children, including those who come from outside the area;
  - Develop and publish a strategy for the provision of such support to cover their locality, having regard to the need's assessment. In consultation with the Domestic Abuse Partnership Board and over 70 key stakeholders, a project team prepared this strategy to provide an overview of the needs assessment findings and make recommendations as to how the new burdens funding could be best spent to increase future provisions;
  - Monitor and evaluate the effectiveness of the strategy;
  - As a minimum, West Sussex County Council, will report on the progress of implementation on an annual basis. The needs assessment will be reviewed and refreshed every three years.
- 1.65 In October 2020, a £6 million Domestic Abuse Capacity Building Fund was announced as part of a series of steps the government took to ensure local authorities could prepare for the duty proposed under the Domestic Abuse Bill. The funding ensured that local authorities could undertake preparation work ahead of the new duty. The fund was allocated equally across tier 1 local authorities in England, with West Sussex receiving £50,000. This capacity funding was used in part to commission a project team to complete a Sussex-wide needs assessment of accommodation-based support.
- 1.66 In February 2021, it was announced that following the outcome of the Spending Review, £125 million 'new burden funding' would be allocated to local authorities to cover the costs of the new duty for the provision of support within domestic abuse safe accommodation services for 2021-2022. The additional funding is intended to ensure that victims and their children are able to access lifesaving support in accommodation. The Government has committed to funding past 2021-22 but future allocations will be subject to the governmental Spending Review. The review is carried out by HM Treasury and will set out the plan for how public spending will deliver the people's priorities over the next three years. The amount allocated to West Sussex is £1,498,174

- 1.67 The draft strategy was published on the 26<sup>th</sup> October 2021 and can be found here: <https://www.westsussex.gov.uk/fire-emergencies-and-crime/crime-prevention/safer-west-sussex-partnership-swsp/> a 10 week public consultation survey can also be found here, closing on the 19<sup>th</sup> December.
- 1.68 The final strategy will be published on the 5<sup>th</sup> January 2022.

### **Impact of Covid**

- 1.69 Domestic abuse has been described as the 'shadow pandemic' of Covid-19 or 'an epidemic, within a pandemic'. Domestic abuse escalated alongside measures taken to control the Covid outbreak. In the UK, 14 women and two children were killed in the first 3 weeks of lockdown, the most in any 3-week period for 11 years. Two of these women, and both children, resided in West Sussex.
- 1.70 Between April 2020 and February 2021, calls and contacts to the national Refuge helpline were up 61%, pulling into sharp focus the impact that lockdown had on those trapped with their abusers. All activity across Refuge's specialist services increased significantly during this period.<sup>xi</sup>
- 1.71 Research published by the charity Women's Aid at the end of August 2020 showed that three quarters of survivors living with the perpetrator said that they felt that they could not leave due to the pandemic.
- 1.72 In the first weeks of lockdown, WORTH services saw a reduction in referrals to the service. This is likely to have been a result of victims navigating lockdown measures, increased childcare responsibility due to school closures and experiencing fewer opportunities to safely access support.
- 1.73 Local service providers experienced immediate challenges around service delivery. In West Sussex, the provider market includes small and medium sized charities - some of the challenges faced included practical issues, such as a lack of IT equipment, making home working impossible, alongside the restructure of 'in person' services being delivered online.
- 1.74 On 11 April 2020, the Home Secretary announced £2 million to immediately bolster online services and support. By July 2020, £1.2m of this had been allocated to service providers.
- 1.75 A further funding announcement followed on 2 May 2020, when the Government pledged £76 million emergency funding to support vulnerable people. £25 million of this went to domestic abuse services, including £10 million to fund safe accommodation. The Government also launched a public awareness campaign, #youarenotalone, aiming to reassure survivors of domestic abuse that police and specialist services remained open.
- 1.76 All domestic abuse services, including refuge provision, remained open and operational throughout lockdown. During this time, new 'online chat' services were introduced by voluntary sector providers, and WORTH services offered extended hours to cover weekends and bank holidays.
- 1.77 WSCC launched a countywide campaign to run alongside the national #youarenotalone campaign<sup>xii</sup>. This included a comprehensive social media campaign, highlighting differing examples of domestic abuse, including case studies using male, ethnic minority, and LGBTQ+ victims and service availability. The campaign utilised a variety of static and video digital messaging. The



domestic abuse direct messaging engagement videos have been viewed by nearly 23,000 people.

- 1.78 Alongside a digital campaign, information and awareness leaflets were placed in all food parcels provided to vulnerable residents. Posters were placed on 34 refuse vehicles across West Sussex, promoting the #youarenotalone campaign, with information and phone numbers to WORTH services, the 24 national domestic abuse helpline, and the MASH (multi-agency safeguarding hub) for any concerns relating to children's safeguarding.
- 1.79 Across Sussex, national helpline information was placed on all independent pharmacy bags, as pharmacies remained open throughout the duration of lockdown.
- 1.80 Nationally, the vital role of pharmacies was recognised, as the 'Safe Spaces' initiative was launched by UK charity UK Says No More, offering a safe space for victims of domestic abuse in pharmacy consultation rooms, to access help and support. This initiative has grown to include Boots, Morrisons, Superdrug, independent pharmacies, and TSB bank.
- 1.81 Locally, information was provided to all pharmacies in West Sussex to ensure that information on services in West Sussex was available.
- 1.82 In January 2021, the government launched 'Ask for Ani' (assistance needed immediately) campaign to compliment the safe spaces initiative. This campaign provided further national promotion, and utilised the establish imagery, ensuring that participating pharmacies would be easily recognisable. Training packages were made available to pharmacies to ensure that an immediate and emergency assistance could be offered.
- 1.83 Post-lockdown, WORTH services have received higher than average rates of referrals, and this has remained consistent. In October 2021, WORTH services received between 103-139 referrals into the service per week. In October 2019, the service had received 63 referrals overall.
- 1.84 Since the introduction of lockdown measures, WORTH services have experienced an increase in more complex and serious cases, with higher levels of physical violence and coercive control. For many victims of domestic abuse, lockdown has had an adverse effect on mental and physical health and has presented additional challenges in areas such as housing, and delays with courts, meaning additional and complex advocacy and support has been required. Lockdown presented a number of additional risks for victims of domestic abuse. These included, but were not limited to:
  - Reduced access to everyday safeguarding measures, and opportunities to seek help;
  - Increased monitoring and control by perpetrators;
  - Perpetrators using lockdown as an excuse to move in with the victim;
  - Exploitation of decline in victim's mental health;
  - Decline in perpetrator's mental health;
  - Increase in alcohol consumption.

## **Violence against women and girls**

- 1.85 The United Nations rightly defines violence against women and girls (VAWG) as 'any act of gender-based violence that is directed at a woman, because she is a woman, or acts of violence which are suffered disproportionately by women, that results in, or is likely to result in physical, sexual or psychological harm to a woman or a girl, including threats of such acts, coercion or arbitrary deprivation of liberty, whether occurring in public or private life.
- 1.86 VAWG refers to the following crime types:
- Domestic violence and abuse
  - Sexual offences
  - Stalking
  - Female genital mutilation
  - So called 'honour' based violence and abuse
  - Forced marriage
  - Prostitution
  - Trafficking for sexual exploitation
  - Exploitation of girls by gangs
- 1.87 VAWG has rightly become a national focus – following the murder of Bibaa Henry, Nicole Smallman, Sarah Everard, and Sabina Nessa, all approached in public spaces, and murdered by men.
- 1.88 Whilst the above cases have shone a spotlight on VAWG, they are not the only women to have lost their lives as a result of men's violence. Since the abduction of Sarah Everard on 3<sup>rd</sup> March 2020, a further 80 women have been killed where a man is the principal suspect.
- 1.89 The West Sussex VAWG forum brings together statutory and voluntary organisations<sup>xiii</sup>, all working with women and girls, supporting the fundamental right of every woman to live free of the fear of violence, and every girl to grow up knowing she is safe. The aim of the forum is to increase understanding in society about the problem of violence against women and girls and its impact.
- 1.90 The Safer West Sussex Partnership has representation at local level at the West Sussex Women's Safety Group and Female Genital Mutilation Service Planning Group, and at Sussex level at the VAWG forum, and the Sussex Sexual Violence Steering Group and Harmful Practices working group.

## **Safer Streets Funding**

- 1.91 In June 2021, the Government announced further Safer Streets funding, enabling local authorities and Police and Crime Commissioners to bid for funds to support projects with a particular focus on reducing VAWG crimes and increasing the safety of women and girls in public spaces.

- 1.92 After an extensive consultation period, including among professionals, survivors and the wider community, West Sussex County Council has been successful in securing a share of £976,781.
- 1.93 Working in partnership with the OSPCC, Sussex Police, Brighton and Hove City Council and East Sussex County Council, the money will be used to campaign, educate and train individuals to help support residents' safety in West Sussex and in the wider Sussex area.
- 1.94 A full programme of support will include:
- A whole-school, preventative approach for West Sussex educational settings to facilitate learning that underpins relationships, gender stereotyping and protective behaviours building on the Education for Safeguarding (E4S) programme.
  - Developing and Launching a Safe Space Sussex app which will allow people to find safe spaces, record sound and video and generate contact with a friend or family member.
  - 'Bystander to upstander' sessions targeted in key locations to support members of the public to feel more confident in recognising and challenging misogynistic behaviour in their everyday lives.
  - Running schemes to provide volunteers, such as street pastors, street angels and beach patrols with equipment to provide safe spaces and a presence in key locations to reduce offences. In West Sussex, these schemes will take place in Crawley, Worthing, East Grinstead and Billingshurst.
  - A Sussex-wide violence against women and girls campaign targeting men and boys, managed by the Sussex Police and Crime Commissioner, in partnership with local authorities and Sussex Police.
  - Provision of eight deployable CCTV units for crime hotspot locations, which are considered areas where incidents are more likely to take place.
  - Three VAWG community navigators who will provide each local authority area in Sussex with a dedicated individual to support the Safer Streets programme in that location.
- 1.95 In addition, we have also applied to the Safety of Women at night fund, which focuses on preventing violence against women and girls in public spaces at night, including in the night-time economy, and are awaiting the outcome of this bid.

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## **Appendices**

### **Appendix 1: The Domestic Abuse Act 2021**

The act will:

- create the first statutory definition of domestic abuse, emphasising that domestic abuse is not just physical violence, but can also be emotional, controlling or coercive, and economic abuse
- establish in law the office of Domestic Abuse Commissioner and set out the Commissioner's functions and powers
- provide for a new Domestic Abuse Protection Notice and Domestic Abuse Protection Order
- place a duty on local authorities in England to provide accommodation based support to victims of domestic abuse and their children in refuges and other safe accommodation
- prohibit perpetrators of abuse from cross-examining their victims in person in the civil and family courts in England and Wales
- create a statutory presumption that victims of domestic abuse are eligible for special measures in the criminal, civil and family courts
- clarify the circumstances in which a court may make a barring order under section 91(14) of the Children Act 1989 to prevent family proceedings that can further traumatise victims
- extend the controlling or coercive behaviour offence to cover post-separation abuse.
- extend the offence of disclosing private sexual photographs and films with intent to cause distress (known as the "revenge porn" offence) to cover threats to disclose such material
- create a new offence of non-fatal strangulation or suffocation of another person.
- clarify by restating in statute law the general proposition that a person may not consent to the infliction of serious harm and, by extension, is unable to consent to their own death
- extend the extra-territorial jurisdiction of the criminal courts in England and Wales, Scotland and Northern Ireland to further violent and sexual offences
- provide for a statutory domestic abuse perpetrator strategy
- enable domestic abuse offenders to be subject to polygraph testing as a condition of their licence following their release from custody
- place the guidance supporting the Domestic Violence Disclosure Scheme ("Clare's law") on a statutory footing.
- Provide that all eligible homeless victims of domestic abuse automatically have 'priority need' for homelessness assistance
- ensure that where a local authority, for reasons connected with domestic abuse, grants a new secure tenancy to a social tenant who had or has a secure lifetime or assured tenancy (other than an assured shorthold tenancy) this must be a secure lifetime tenancy
- prohibit GPs and other health professionals in general practice from charging a victim of domestic abuse for a letter to support an application for legal aid
- provide for a statutory code of practice relating to the processing of domestic abuse data for immigration purposes.

## **Appendix 2: Domestic Abuse Act: Local Partnership Board**

### Strategic objectives:

- To improve delivery across all agencies involved in supporting victims, survivors, and witnesses of domestic abuse so that they experience high quality services and are able to cope and recover from the impact of what has happened to them.
- To implement the new Section 58 duty in the Domestic Abuse Act, for local authorities and partners to establish a Domestic Abuse Local Partnership Board for the purposes of providing advice to the Sussex authorities about the exercise of their functions under section 57 of the legislation.

### Role:

- Take a multi-agency approach to delivering improvements for victims, survivors, and witnesses of domestic abuse as they enter, travel through and exit services in Sussex. All agencies play a crucial role in ensuring the 'victim and survivor voice' is at the centre of service delivery.
- Have strategic oversight and ultimate accountability for the delivery of actions that flow from the Sussex needs assessment to support commissioning of safe accommodation for those affected by domestic abuse, the Strategic Framework for Domestic and Sexual Violence and Abuse, community engagement work and the Equality Impact Assessments that accompanied the recommissioning of specialist services during 2019 and 2020.
- Ensure learning and practice recommendations from Domestic Homicide Reviews, and any other learning reviews in which domestic and sexual violence are a factor, are shared across Sussex.
- Include a focus on ensuring that people do not fall between the gaps in systems; collectively identifying pressure points and working collaboratively to ensure the system responds efficiently and proactively with a view to influencing structure and broader system responses to domestic and sexual violence and abuse.

### Membership of the group

- Tier One local authorities (West Sussex County Council, East Sussex County Council and Brighton & Hove City Council)
- Sussex Police
- The Office of the Sussex Police and Crime Commissioner
- Her Majesty's Prison and Probation Service
- Crown Prosecution Service
- Her Majesty's Courts and Tribunals Service
- Citizens Advice - Witness Service
- IDVA Services in West Sussex, East Sussex and Brighton & Hove
- Specialist providers of accommodation-based services for victim/survivors of domestic violence and abuse in West Sussex, East Sussex, and Brighton & Hove
- At least one person to represent the interests of persons who provide, or have functions relating to, health care services in its area
- At least one person to represent the interests of victim/survivors of domestic abuse

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- At least one person to represent the interests of children of domestic abuse victims/survivors
- At least one person to represent the interests of Tier Two local authorities in West Sussex
- At least one person to represent the interests of Tier Two local authorities in East Sussex

Other partners invited specifically as appropriate by agreement with chair.

### Background references/bibliography

<sup>i</sup> [Domestic abuse: how to get help - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/guidance/domestic-abuse-how-to-get-help)

<sup>ii</sup> Safelives (2015) Insights IDVA national dataset

<sup>iii</sup> Safelives Insights data reports WORTH services

<sup>iv</sup> <https://www.femicidecensus.org/wp-content/uploads/2020/11/Femicide-Census-10-year-report.pdf>

<sup>v</sup> <https://kareningalasmith.com/2021/02/08/2021/>

<sup>vi</sup>

<https://www.ons.gov.uk/peoplepopulationandcommunity/crimeandjustice/articles/natureofsexualassaultbyrapeorpenetrationenglandandwales/yearendingmarch2020>

<sup>vii</sup> <https://www.theguardian.com/commentisfree/2021/aug/05/many-terrorists-abuse-women-research-extremist-attackers-violent-misogyny>

<sup>viii</sup>

[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/225199/glossary-programmes.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/225199/glossary-programmes.pdf)

<sup>ix</sup> <https://www.cranstoun.org/services/domestic-abuse/>

<sup>x</sup> <https://www.gov.uk/government/publications/domestic-abuse-bill-2020-factsheets/local-authority-support-for-victims-of-domestic-abuse-and-their-children-within-safe-accommodation-factsheet>

<sup>xi</sup> Refuge's national helpline – 'A year on from lockdown'

<sup>xii</sup> <https://www.gov.uk/government/news/home-secretary-announces-support-for-domestic-abuse-victims>

<sup>xiii</sup>

Lifecentre	Brighton's Women's Centre
Safe in Sussex	Connect
West Sussex Community Safety	Crawley Social Prescribing
My Sisters House	Healthwatch West Sussex
Relate	Probation Services
Streetlight	RISE
Yada	The Daisy Chain Project
Chichester University	Change Grow Live
Emerging Futures	Turning Tides
Western Sussex Hospitals NHS Foundation Trust	Adur and Worthing Council Communities Team

## **Report to Communities, Highways and Environment Scrutiny Committee**

**November 2021**

### **2030 Energy Strategy**

#### **Report by Energy Services Manager**

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#### **Summary**

A new Energy Strategy has been developed to guide the County Council's work on energy up to 2030, the year when the county council has committed to be Net Zero in terms of its own emissions of carbon dioxide. This Strategy has built upon the priorities identified in the previous strategy (emissions reduction, renewable energy, fuel poverty and commercial services) and developed them further. It has also reflected the county council's Climate Change Strategy and the Council Plan.

Priorities within the strategy reflect the county council's role in delivering the 'Leading the Way' scenario as defined by National Grid's 'Future Energy Scenarios' annual report.

Engagement with officer subject matter experts in West Sussex districts and borough councils has demonstrated support for the priorities and ambition outlined in the strategy.

#### **Proposed Focus for Scrutiny**

- (1) To consider whether the rationale for the chosen scenario is justified and if it is the best fit for the County
  - (2) How have the County Council's priorities changed in relation to climate change matters since the implementation of the previous strategy agreed in 2016?
  - (3) What support is the County Council providing to households affected by fuel poverty and what does the future look like if central government funding is cut?
  - (4) Is the strategy ambitious and deliverable?
- 

#### **Proposal**

##### **1 Background and context**

1.1 West Sussex County Council agreed an energy strategy in 2016 which put forward four priority areas for action including:

- Reduce energy consumption and improve energy efficiency of our buildings

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- Integrate low-carbon energy generation technology and infrastructure into our assets
- Work in partnership to tackle fuel poverty in the county; and
- Develop the commercial provision of energy-related services in the county.

- 1.2 By delivering this strategy, the county council has developed solar farms and battery storage assets, rolled out solar panels across corporate and school buildings, delivered energy efficiency upgrades, funded Emergency Fuel Vouchers for households in the county experiencing fuel poverty, improved access for homeowners to solar PV panels, contributed to national and international research on new ways to manage energy and develop Local Energy Communities who can take ownership of the energy transition at a local level.
- 1.3 In 2020, the county council developed and adopted a new Climate Change Strategy and action plan that will outline the county council's actions on climate change up to 2030. One critical ambition in that strategy was that it should form the framework for other county council strategies and policies to reflect.
- 1.4 A new high level energy strategy has been developed to ensure the county council's activities relating to energy are aligned to the priorities described in the climate change strategy. It focuses on the specific role that energy and energy infrastructure plays in (a) helping the council to achieve net zero emissions from its operations by 2030 and (b) supporting our communities to achieve net zero emissions.
- 1.5 National Grid, in its role as Electricity System Operator for Great Britain, has produced a range of credible energy transition pathways under its 'Future Energy Scenarios' programme. These pathways achieve Net Zero emissions at differing speeds and through different sets of energy infrastructure. The scenario that most closely aligns with the county council's climate change strategy is 'Leading the Way'.
- 1.6 The new energy strategy has been developed to help deliver the county council's climate change ambitions up to 2030 following the energy infrastructure developments identified in the 'Leading the Way' scenario.
- 1.7 The priorities identified in the former energy strategy have been retained but added to and developed to deliver the county council's climate change strategy ambitions and the priorities in the 'Our Council Plan'.
- 1.8 The county council is already following the 'Leading the Way' scenario in that it has invested in Net Zero-compatible energy assets (i.e., smart metering, energy efficiency through insulation, LED lighting, solar and battery storage assets) and supported positive consumer behaviours (i.e., cost-effective solar panel installations for householders through the Solar Together Sussex scheme and support for Local Energy Communities through the LECSea project).

## **2 Proposal details**

- 2.1 It is proposed that the Communities, Highways and Environment Scrutiny Committee considers and endorses the draft energy strategy which is based



upon the 'Leading the Way' scenario described by National Grid in the Future Energy Scenarios (2021).

### **3 Consultation, engagement and advice**

- 3.1 The Cabinet Member for the Environment and Climate Change has been consulted during the development of the draft strategy. The draft strategy has been presented to the county council's Executive Leadership Team (28/10/2021) and Cabinet Briefing (02/11/2021) and updated based on the feedback received.
- 3.2 The draft strategy has also been subject to a closed consultation with subject matter experts (officers working in Energy, Property, Highways & Sustainability) from within the County Council and district and borough partners. Responses were received from 4 district and borough partners as well as the West Sussex Fuel Poverty Coordinator (hosted by Arun District Council).
- 3.3 There was general support for the priorities within the strategy and, in particular, significant interest from partners to foster closer working on the development of sustainable energy projects within the county, building on the success of the Solar Together Sussex scheme.
- 3.4 Subject to approval, the Energy Strategy will act as a springboard for a detailed piece of work to develop an action plan which identifies the specific projects, actions, timescales, costs and resources required to deliver this strategy by 2030. That action plan will be subject to public consultation and will be submitted to this committee for scrutiny.

### **4 Finance**

- 4.1 It is too early to fully assess the financial consequences of the adoption of this draft strategy. This assessment will take place within a follow up action planning process. However, the existing Sustainable Energy programme has an existing allocation of £42m Capital funding dedicated to the development of new energy assets. Projects that pay back in circa. 12 years are developed, subject to the approval of a full business case. All projects are expected to generate income in excess of the financing costs in Year 1.
- 4.2 A further £10m has been allocated to climate change work on the county council's assets. This is primarily being used to improve energy efficiency and decarbonise heating in buildings.
- 4.3 In addition, the county council holds an 'Invest to Save' fund which generates savings for the corporate utilities budget and reinvests those savings into new energy efficiency projects. The use of this fund has recently been expanded to support schools to make similar financial savings (primarily through projects using LED lighting).
- 4.4 The Fuel Poverty fund is replenished through the collection of a management fee attributable to the county council's role in delivering public-facing marketing exercises, such as the Solar Together Sussex scheme. The economies of scale

achieved through 'group purchase' of energy assets, such as solar panels, mean that a small share of the savings can be redirected to the fund which is administered in partnership with district and borough councils.

4.5 The effect of the proposal:

(a) **How the cost represents good value**

The proposal outlines how the energy element of the County Council's work on climate change will be delivered. Adopting an industry-recognised energy scenario to guide future investment will deliver good value to the council by ensuring that only the most appropriate and robust technologies are selected.

There is a low risk of the county council investing in energy assets that cannot be used in a Net Zero environment.

(b) **Future savings/efficiencies being delivered**

It is not possible at the current time to have a clear view of the scale of savings or avoided costs attributable to this strategy. Specific savings will be identified on a project-by-project basis through the development of the business case.

However, previous experience in this area has shown that energy efficiency work has delivered savings to the county council's utilities budget while the Sustainable Energy assets have minimized the council's exposure to volatile energy market conditions.

Further savings have been realised by partners and consumers through support for the installation of solar PV on 3<sup>rd</sup> parties' rooftops as well as Emergency Fuel Vouchers from the Fuel Poverty Fund.

Additional benefits from energy projects are sought through application of the Social Value Framework and the engagement, where appropriate, of local supply chains.

(c) **Human Resources, IT and Assets Impact**

The primary impact of this strategy will be on the county council's assets which will, through an improved energy efficiency rating along with on-site renewable generation of energy, support the council to achieve Net Zero, as reference by the council's Climate Change Strategy.

The council's Energy Services Team will be primarily responsible for the delivery of this strategy and capacity within that team will be kept under review throughout the life of this strategy. The team has sufficient capacity to deliver the existing pipeline of projects.

Issues of the council's capacity to achieve Net Zero is being assessed separately and this strategy will engage with that process.

## 5 Risk implications and mitigations

<b>Risk</b>	<b>Mitigating Action (in place or planned)</b>
Partners' capacity to support collaboration and shared projects	An assessment of partner's capacity to support collaboration will be undertaken before the precise nature of the collaboration is established.
Availability of further finance following current allocation	Savings attributable to projects delivered under the strategy will be highlighted to demonstrate value to the council. Any bids for further funding will also be based on a positive financial business case.
Availability of viable projects or sites	Where the availability of council-owned land is likely to diminish over time, partnerships with 3 <sup>rd</sup> parties will be explored as a route to continue development work
Availability of technologies and supply chain to deliver	The council will take a broad approach toward market engagement so that it has a clear understanding of the supply chain constraints before individual projects are commissioned

## 6 Policy alignment and compliance

- 6.1 This strategy is aligned with the county council's corporate plan "Our Council Plan" and will specifically support delivery of Outcomes 1 (Resetting and rebooting the local economy) and 5 (A sustainable economy that adapts to climate change) of the county council's priority 'A sustainable and prosperous economy'.
- 6.2 This Strategy will also support delivery of Outcome 5 (Working in Partnership) of the 'Making the best use of resources' priority.
- 6.3 Key benefits identified in the Climate Change Strategy will be part-delivered through this strategy including (1) A greater and greener local economy; (2) Reduced bills and (3) Energy security.

Steve Read

**Director of Environment and Public Protection**

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### Background papers

### Appendices

Appendix 1: Draft Energy Strategy

Appendix 2: Energy Scenario analysis to support 2030 Energy Strategy

## Appendix 1: Draft Energy Strategy

# 2030 Energy Strategy

### *Our Vision*

**“By 2030, West Sussex County Council will have actively supported a resilient and equitable local energy transition through decarbonisation of energy sources and the delivery of projects which have enabled economic development and contributed to the needs of our communities”.**

### *Introduction*

Climate Change is one of the biggest challenges we will ever face in our county. The 2018 report from the United Nations Intergovernmental Panel on Climate Change concluded that without substantial efforts to curb greenhouse gas emissions over the next decade we are likely to face severe, widespread, and irreversible impacts on societies.

In response to this, West Sussex County Council acknowledged the threat of climate change and passed a motion pledging to try to reach net zero carbon emissions by 2030, adopting a new [climate change strategy](#) in 2020 which set out five priorities:

- mitigate the effects of climate change by reducing carbon emissions
- adapt and be resilient to a changing climate
- source and use resources sustainably
- support and grow our local green economy
- transform how we work.

The strategy also recognises that, due to the county council’s unique position, it has three critical opportunities to act by:

- showing leadership - taking the lead by making positive changes to our own assets, its operations and its contracts
- enabling - enabling our communities, our suppliers and partnerships to live and work in different ways by making decisions, setting policies and strategies and spending our budgets in ways that create and unlock opportunities for all of us.
- influencing - using our influence to engage with others to make changes beyond what we control.

The Council strengthened its commitment to action on this agenda by making climate change an overarching priority in its Council Plan in 2021. The Energy Strategy will play a key role in achieving our corporate targets.

Other organisations have similarly responded to the need to reach net zero emissions and the Electricity System Operator for Great Britain (National Grid ESO) has set out a range of '[Future Energy Scenarios](#)' that chart the specific energy transitions required

to achieve net zero by 2050. The 'Leading the Way' scenario is the county council's preference as it poses [least risk of missing the Net Zero target](#) and achieves the greatest reduction in emissions of carbon dioxide in the shortest amount of time.

Partner local authorities in West Sussex have also developed, or are in the process of developing, climate change strategies to meet the net zero target.

### ***The Strategy***

This strategy identifies how the county council's climate change commitments will be met in part through the decisions it takes related to energy. The ambition set out here is aligned with the local energy transition required to meet the 'Leading the Way' scenario set out by National Grid in their [Future Energy Scenarios \(2021\)](#) document.

In order to deliver this strategy, the county council will focus on four priority areas:

#### ***1. Sustainable energy***

- a. We will develop, and support our partners to develop, more sustainable energy generation and (heat) networks in West Sussex which will contribute to the decarbonisation of energy (heat and power) in the county.
- b. We will use mature technologies such as solar, battery, wind and heat pumps as well as new and emerging technologies over the course of the strategy (i.e. hydrogen technologies).
- c. Our projects will support the strategic direction of key stakeholders including
  - i. National Grid's 'Leading the Way' Future Energy Scenario;
  - ii. Local Distribution Network Operators' (DNOs') Future Energy Scenarios (UK Power Networks and Scottish and Southern Energy Networks);
  - iii. District and Borough Councils' Climate Change Strategies;
  - iv. Coast 2 Capital Local Enterprise Partnership's 'South2East' Energy Strategy;
  - v. Neighbouring local authorities; and
  - vi. Community Energy groups within the county.
- d. We will use our procurement of energy to drive further deployment of sustainable energy generation within the county – be that from our own projects, or those of our partners or Community Energy Groups/Local Energy Communities.

**Exemplar Project 1: Sustainable Energy Generation at West Sussex County Council**

The county council has advocated for the local generation of renewable energy, investing in two solar farms (at Tangmere and Westhampnett) that generate more electricity than the county council's corporate operations require. The solar farm at Westhampnett received a commendation in the category of Special Award for Contribution to Net Zero from the industry body, the Association for Decentralised Energy.

**2. Emissions reduction**

- a. Our energy projects will seek to identify the most viable technologies for our own property portfolio and suitable funding to enable delivery.
- b. A new Future Energy Transition Hub will be established to support dramatic emissions reductions in the county council's buildings and across the county.
- c. Opportunities for decarbonisation in sectors over which the county council has greatest influence (e.g. Bus Services Improvement Plan, EV ChargePoint rollout) will be prioritised. This may include supply, facilitation of project development or other contributions to progress in this important area.

**Exemplar Project 2: Emissions reduction at West Sussex County Council**

In 2006, the county council was one of the first public sector organisations to develop an 'Invest to Save' fund to drive emissions reductions in its buildings with Salix Finance. Financial savings on utility costs from energy efficiency projects are recycled to be used to fund further efficiency measures. Using this fund, the council was able to halve its carbon footprint and keep energy costs manageable when prices rose.

**3. Social Value from Energy**

- a. Our energy projects will support council finances through cost reduction/cost avoidance or income generation to ensure public services are protected.
- b. An equitable transition to sustainable energy will be secured through collaborative projects with partners that provide businesses and residents with affordable options to procure technologies such as rooftop solar panels and battery storage options.
- c. Financial support from energy projects will support organisations working to alleviate the incidence of fuel poverty in West Sussex.
- d. Local ownership of the energy transition will be enhanced through the development of Community Energy Groups and Local Energy Communities.

**Exemplar Project 3: Social Value from Energy at West Sussex County Council**

The incidence of fuel poverty in West Sussex stimulated the development of a Fuel Poverty Fund, into which surplus income from energy projects ranging from a set of energy tariffs to the Solar Together Sussex group purchasing scheme. The Fuel Poverty Fund has enabled our partners to provide support to vulnerable residents in West Sussex experiencing a financial crisis.

**4. Local Energy Resilience**

- a. We will evaluate the readiness of the local distribution network to meet the net zero challenge and target our grid-connected battery storage projects to support local energy resilience.
- b. Energy assets (e.g. battery storage and smart devices) located within our properties and those of our partners will be supported to provide flexibility to local distribution networks.
- c. We will use energy efficiency projects to proactively return surplus electrical capacity to the local distribution network.

**Exemplar Project 4: Local Energy Resilience at West Sussex County Council**

Large scale battery storage allows the electricity grid to be balanced (matching the supply of power with demand on a second-by-second basis) without the need for carbon-intensive gas turbines to be deployed. Since it was energised, the battery storage system at Westhampnett has delivered flexibility to the electricity grid which has allowed it to be more resilient to shocks such as unplanned outages from power stations or the flow of electricity across international interconnectors being suddenly interrupted.

Supporting these four priority areas, the county council will also deliver a fifth area:

**5. Sustainable income generation, savings and cost avoidance**

- a. We will identify opportunities to generate sustainable income for the county council through savings on corporate utilities costs, sale of energy, provision of energy and flexibility services and identification of avoided future costs

**Delivery**

## Agenda Item 6

Delivery of the priority areas described above will be supported through an increased focus on:

1. Collaboration
  - a. The council will develop a collaborative business relationship management system
  - b. The council will support other organisations to lead on action, where appropriate, through the development of Local Energy Communities
  - c. The council will invest in the necessary platforms, tools and support functions to help Local Energy Communities achieve their aims.
  
2. Data Management
  - a. The council will develop a data quality management system
  - b. The council will make publicly available all appropriate datasets relating to the projects delivered and energy assets developed.
  - c. The council will use data management to develop and share insights into successful projects to support their rapid replication.
  - d. The council will develop a data management offer to Local Energy Communities.
  
3. Innovation
  - a. The council will develop an Innovation Management System.
  - b. The council will support other organisations to innovate through the application of lessons learned when developing energy projects.
  - c. The council will support the controlled trial of emerging technologies, markets and business models where appropriate.

### ***Policy Alignment***

- This strategy is aligned with the county council's corporate plan "Our Council Plan" and will specifically support delivery of Outcomes 1 (Resetting and rebooting the local economy) and 5 (A sustainable economy that adapts to climate change) of the county council's priority 'A sustainable and prosperous economy'.
- This Strategy will also support delivery of Outcome 5 (Working in Partnership) of the 'Making the best use of resources' priority.

Key benefits identified in the Climate Change Strategy will be part-delivered through this strategy including (1) A greater and greener local economy; (2) Reduced bills and (3) Energy security.

This Strategy supports achievement of those benefits by delivering on the following specific commitments made in the Climate Change Strategy:

- Commitment 1 (a): We will be a net carbon zero organisation by 2030



- Commitment 1(c): We will increase the amount of renewable energy used and generated in West Sussex
- Commitment 3 (a): We will use resources efficiently and economically
- Commitment 4 (c): We will encourage sustainable businesses
- Commitment 5 (e): We will challenge and support others to follow our example
- Commitment 5 (f): We will work in partnership to find innovative solutions and collaborative ways of working to tackle climate change.

### **Governance**

Following adoption of the Climate Change Strategy, the county council established a Climate Change Board, chaired by the Executive Director for Place. Its corporate role is to:

- establish the initial work programme needed and identify and secure the resources to deliver it;
- oversee delivery against the commitments set out in the climate change strategy;
- hold the organisation to account and ensure progress is being made at the pace we want and need.

The governance of this strategy will fall within the remit of the governance structure for the existing West Sussex Climate Change Strategy.

### **Funding**

The county council has committed £42m to delivery of the ongoing programme of work on sustainable energy. It has supplemented this investment with circa. £500k grant funding from Salix Finance, the European Union, Innovate UK and, most recently, Government's Public Sector Decarbonisation Scheme. These funding streams will continue to be used to deliver this strategy as follows:

1. Corporate capital resources
  - a. The council will use its own capital resources to invest in sustainable energy generation and storage assets which will generate benefits for the local energy networks and communities as well as a financial return for the council.
2. Grant funding
  - a. The council will use grant funding to
    - i. Deliver energy efficiency measures
    - ii. Support the deployment of sustainable energy generation and storage assets
    - iii. Support the development of Local Energy Communities
3. Surplus income from sustainable energy projects
  - a. The council will use surplus income from sustainable energy projects to

- i. Invest in the underpinning mechanisms that support delivery of this strategy
- ii. Support action on fuel poverty within the county

### ***Measuring and reporting progress***

The measurement of progress toward delivery of this strategy will be developed in line with the Data Quality Management System identified above. The contribution of this strategy toward Our Council Plan will be measured and reported by assessing:

- The number of Enterprises supported to start, revive, innovate and grow
  - Key Performance Indicator Number 15 for Outcome 1 of 'Our Council Plan' priority 'A sustainable and prosperous economy' and
- The equivalent tonnes (te) of CO<sub>2</sub> emissions from WSCC activities
  - Key Performance Indicator Number 22 for Outcome 5 of 'Our Council Plan' priority 'A sustainable and prosperous economy'
- The percentage of contracts valued over £500k where the opportunity to work in partnership has been appraised
  - Key Performance Indicator Number 52 for Outcome 5 of 'Our Council Plan' priority 'Making best use of resources'

## Energy Strategy Appendix 1: Glossary

**Community Energy Groups:** Community energy groups aim to deliver community-led renewable energy, energy demand reduction and energy supply projects, whether wholly owned and/or controlled by communities or through a partnership with commercial or public sector partners.

**Distribution Network Operators (DNOs):** DNOs are responsible for ensuring that distribution networks (operating at lower voltages than the Electricity Transmission (ET) network) are able to deliver for the needs of customers in their respective geographical area. DNOs are responsible for investment and innovation across their networks and coordinate development with Ofgem and National Grid in those areas.

**Electricity System Operator (ESO):** The Electricity System Operator (ESO) is responsible for several important functions relating to the management of the electricity network; from second-by-second balancing of electricity supply and demand, to developing markets and advising on network investments. The ESO has an important role to play in the UK's transition to a decarbonised, decentralised and digitalised energy system. In Great Britain, this role is undertaken by National Grid ESO.

**Electricity Transmission (ET):** the high-voltage electricity transmission network in England and Wales. Following generation (often in large, centralised power stations) electricity is transported at high voltage across England and Wales through the Electricity Transmission Network. This network is owned by National Grid Electricity Transmission (ET).

**Future Energy Scenarios:** Future Energy Scenarios (FES) represent a range of different, credible ways to decarbonise the energy system of the United Kingdom. They are updated annually by the Electricity System Operator (National Grid ESO). They provide the basis for the network investments outlined in the Electricity Ten Year Statement and Gas Ten Year Statement.

**Future Energy Transition Hub:** A one stop shop and single point of contact for all aspects relating to the decarbonisation of energy as it relates to the buildings and the county of West Sussex.

**Local Energy Community:** An association, cooperative, partnership, non-profit organisation or other legal entity composed of consumers (or 'pro-sumers'), formed to meet a community's energy needs using solely or primarily local sources of generation. The community could comprise of representatives from domestic or commercial properties as well as the county council's own properties in a defined local area

**Ofgem:** The Office of Gas and Electricity Markets (Ofgem) is the independent energy regulator of Great Britain. It is responsible for (a) working with government, industry and consumer groups to deliver a net-zero economy, at the lowest cost to consumers; (b) stamping out sharp and bad practice, ensuring fair treatment for all consumers, especially the vulnerable; and (c) enabling competition and innovation, which drives down prices and results in new products and services for consumers.

**Partners:** Partners constitute any organisation with whom the county council works on an ongoing basis to achieve this strategy, including but not limited to District Councils, Borough Councils, Parish Councils, the county council's geographic neighbours and statistical neighbours, Statutory Undertakings within West Sussex, Universities, suppliers and contractors to the county councils, Local Energy Communities and Community Energy Groups, Businesses, and advocacy groups.

**Energy Strategy Appendix 2: Version Control**

<b>Version</b>	<b>Date</b>	<b>Description</b>
0.01	26/08/2021	Initial draft
0.02	27/09/2021	Updated to reflect EPP Director's comments
0.03	29/09/2021	Updated to reflect Cabinet Member's comments
0.04	19/10/2021	Updated wording on funding sources
0.05	25/10/2021	Updated to reflect Executive Leadership Team comments
0.06	26/10/2021	Updated to reflect comments from Executive Director of Place
0.07	27/10/2021	Updated to reflect additional comments from Place Directorate Leadership Team
0.08	16/11/2021	Updated to reflect comments from Legal Services

## **Appendix 2: Energy Scenario analysis to support 2030 Energy Strategy**

### **Report by Energy Services Manager**

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#### **Summary**

The county council has developed an Energy Strategy to support action on climate change until 2030. National Grid, the Electricity System Operator for Great Britain, has developed 4 'Future Energy Scenarios' which identify how new and focused investments in energy infrastructure can support delivery of the Government's strategy on Net Zero.

The county council has identified one of these scenarios ('Leading the Way') as being most suited to help the council direct activities locally and achieve Net Zero by 2050. An analysis of the options and the reasoning for adoption is presented in this report.

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#### **Proposal**

##### **1 Background and context**

- 1.1 The UK is the first major economy in the world to pass laws to end its contribution to global warming by 2050. The Government's strategy to reach Net Zero emissions of greenhouse gases has been described by the Committee on Climate Change (an independent, statutory body established by the Climate Change Act 2008) as "an ambitious and comprehensive strategy that marks a significant step forward for UK climate policy, setting a globally leading benchmark".
- 1.2 The specific role of the energy sector in supporting the UK to deliver this objective whilst maintaining reliable and affordable energy has been explored by National Grid (the Electricity System Operator for Great Britain). Recognising that there is not one single path to achieve Net Zero, National Grid have described a range of coherent and credible future scenarios as well as the possible national infrastructure changes required to achieve them.
- 1.3 Each scenario describes how, and how quickly, potential changes in (a) the energy system and (b) consumer behaviour will impact on the Government ambition to meet its Net Zero responsibilities. These are:
  - The 'Steady Progression' scenario assumes low investment in energy system upgrades and low change to consumer behaviour.
  - The 'System Transformation' scenario assumes a high level of investment in energy system upgrades but low levels of engagement with consumers.
  - The 'Consumer Transformation' scenario assumes a high level of consumer engagement but low levels of investment in energy system upgrades.
  - The 'Leading the Way' scenario assumes a high level of investment in energy system upgrades and a high level of engagement with consumers.

- 1.4 National Grid use these scenarios to support their network planning as both the Electricity System Operator and the Gas System Operator and they are referred to throughout their strategic planning documents, or 'Ten Year Statements'. They update their scenarios on an annual basis and consult widely with stakeholders to understand the extent to which both energy system upgrades and consumer engagement are progressing.
- 1.5 West Sussex County Council has demonstrated leadership regarding local action on climate change over many years. The county council developed one of the first solar farms to be owned and run by a local authority in the UK at Tangmere. Further projects have included a rooftop scheme for tenants of social housing, the Solar for Schools programme supporting schools to use more renewable electricity and an additional solar farm & battery storage system at Westhampnett.
- 1.6 The county council performs a number of roles in the local energy system including that of consumer, investor, developer and asset owner/manager. More broadly within the energy system, the county council also supports consumers experiencing fuel poverty, plays a role in supporting local economic development and acts as an enabler in other areas. These include the roll out of a public EV charging infrastructure across the county, the deployment of solar panels on homes in West Sussex (as well as East Sussex and Brighton & Hove), and in attracting funding to support the development of Local Energy Communities.
- 1.7 Reducing emissions of carbon dioxide is a priority for the county council, established through the Climate Change Strategy (2020) and confirmed as an overarching priority in the Council Plan (2021).
- 1.8 An options appraisal of the four scenarios (Appendix 1) sets out an assessment of their relative impact on 13 key metrics. These include speed of decarbonisation, resilience of the energy system and cost to manage, potential for West Sussex-based technologies and communities to contribute to national action on climate change, and support for Government's Policy).
- 1.9 'Leading the Way' has been identified as the scenario that describes the preferred model of infrastructure development and support for consumer behaviour change in the county. The type of consumer behaviour envisaged in each scenario has also been described by National Grid (Appendix 2).

## **2 Proposal details**

- 2.1 It is proposed that 'Leading the Way' is adopted as the base template for the county council's Energy Strategy for 2021 - 2030.
- 2.2 Following this scenario, the Energy Strategy would support the county council to play its part in helping the UK to reach Net Zero as early as 2047 rather than 2050 and to eventually reduce emissions nationally by 103% by 2050 compared to 1990 levels (equating to annual net emissions of -28 MtCO<sub>2</sub>e nationally by 2050).

### Energy Scenario Analysis Appendix 1 – Options appraisal of Energy Scenarios

Number	Attribute	Future Energy Scenario				Notes
		Consumer Transformation	System Transformation	Leading the Way	Steady Progression	
1	Speed of decarbonisation	7	7	10	0	Fastest rate of decarbonisation scores highest
2	Net Zero by 2050	9	9	10	0	Meeting the challenge with lowest risk of failure scores highest
3	Carbon intensity of electricity in 2050	10	10	8	0	Lowest electricity carbon intensity scores highest for impact on climate change
4	Demand for electricity in 2050	0	6	1	10	Lowest overall electricity demand scores highest for system stability and cost to manage
5	Demand for natural gas in 2050	9	3	10	0	Lowest overall gas demand scores highest for system stability and cost to manage
6	Peak electricity demand	0	7	9	10	Lowest peak electricity demand scores highest for system stability and cost to manage
7	Peak gas demand	9	5	10	0	Lowest peak gas demand scores highest for system stability and cost to manage
8	Degree of Interconnection	9	3	10	0	Highest interconnection scores highest as it offers U.K. options for balancing power and route to sell surplus electricity abroad
9	Reliance on imported electricity supplies	10	5	7	0	Lowest reliance scores highest
10	Reliance on imported gas supplies	1	0	10	6	Lowest reliance scores highest
11	Energy storage capacity	9	3	10	0	Highest storage capacity scores highest as this technology supports resilience and is particularly suited to deployment in West Sussex
12	Vehicle-to-Grid capacity	8	3	10	0	Highest Vehicle-to-Grid capacity scores highest as this technology supports resilience and is particularly suited to deployment in West Sussex
13	Government Policy support	9	3	10	0	Highest support for U.K. Government Targets (e.g. for deployment of technologies or policy interventions) scores highest
Total		90	63	115	26	
Preference		2	3	1	4	



## **Appendix 2 – Life in each scenario [Text provided by National Grid]**

**Consumer Transformation** – The 2050 net zero target is met with measures that have a greater impact on consumers and is driven by greater levels of consumer engagement. A typical homeowner will use an electric heat pump with a low temperature heating system and an EV. They will have made extensive changes to improve their home's energy efficiency and most of their electricity demand will be smartly controlled to provide flexibility to the system. The system will have higher peak electricity demands managed with flexible technologies including energy storage, demand-side response and smart energy management.

**System Transformation** – The typical domestic consumer will experience less disruption than in Consumer Transformation as more of the significant changes in the energy system happen on the supply side, away from the consumer. A typical consumer will use a hydrogen boiler with a mostly unchanged heating system and an EV or a fuel cell vehicle. They will have had fewer energy efficiency improvements to their home and will be less likely to provide flexibility to the system. Total hydrogen demand is high, mostly produced from natural gas with carbon capture and storage.

**Leading the Way** – We assume that Great Britain decarbonises rapidly with high levels of investment in world-leading decarbonisation technologies. Our assumptions in different areas of decarbonisation are pushed to the earliest credible dates. Consumers are highly engaged in reducing and managing their own energy consumption. This scenario includes more energy efficiency improvements to drive down energy demand, with homes retrofitted with insulation such as triple glazing and external wall insulation, and a steep increase in smart energy services. Hydrogen is used to decarbonise some of the most challenging areas such as some industrial processes, produced mainly from electrolysis powered by renewable electricity, with no hydrogen production from natural gas.

**Steady Progression** – There is still progress on decarbonisation compared to the present day. However, it is slower than in the other scenarios. While home insulation improves, there is still heavy reliance on natural gas, particularly for domestic heating. Electric vehicle (EV) take-up grows more slowly, displacing petrol and diesel vehicles for domestic use; however, decarbonisation of other vehicles is slower with continued reliance on diesel for heavy goods vehicles. In 2050 this scenario still has significant annual carbon emissions, short of the 2050 net zero target.

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## Forward Plan of Key Decisions

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

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

A key decision is one which:

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

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

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

### Finance, assets, performance and risk management

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

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

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

For questions contact Katherine De La Mora on 033 022 22535, email [katherine.delamora@westsussex.gov.uk](mailto:katherine.delamora@westsussex.gov.uk).

**Published: 1 November 2021**

## Forward Plan Summary

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

<b>Page No</b>	<b>Decision Maker</b>	<b>Subject Matter</b>	<b>Date</b>
5	Cabinet	Residential based in-house services, Marjorie Cobby House, Selsey	November 2021
6	Cabinet	Shaw Healthcare Day Services Review	November 2021
7	Executive Director Adults and Health	Day Services (Adults with Learning Disabilities) Contracts Extension	November 2021
8	Executive Director Adults and Health	Winter Commissioning 2021-2022 Award of Contract(s)	November 2021
8	Cabinet Member for Adults Services	Grant Funding - Statutory Duty, Domestic Abuse Act 2021	December 2021
10	Executive Director Adults and Health	Food Supply and delivery of Meals on Wheels	March 2022
11	Cabinet Member for Children and Young People	Procurement of a framework for urgent and specialist support for children and young people	November 2021
11	Cabinet Member for Children and Young People	Additional Funding Allocation for Remodelling of Orchard House Children's Home	November 2021
12	Executive Director Children, Young People and Learning	Award of block contract accommodation services for young people aged 16+	December 2021
13	Executive Director Children, Young People and Learning	Extension of the Dynamic Purchasing System for Children's Placements and Other Support Services	December 2021
14	Director of Property and Assets	Award of Contract for the Woodlands Meed College New Build Project	November 2021
14	Director of Property and Assets	Award of contract for construction of an All Weather Pitch at The Forest School, Horsham	November 2021
15	Director of Property and Assets	Extension to the Pre-Construction Services Agreement for Woodlands Meed College New Build Project	November 2021
16	Cabinet Member for Learning and Skills	Slinfold CE Primary School - Funding for Replacement of Modular Teaching Accommodation	November 2021
17	Cabinet Member for Learning and Skills	Phase 2 Special Support Centre Programme - West Park Primary School, Worthing - Allocation of Funding	November 2021
17	Cabinet Member for Learning and Skills	Phase 2 Special Support Centre Programme - St Margaret's CE Primary School, Angmering - Allocation of Funding	November 2021
18	Cabinet Member for Learning and Skills	Procurement of a School Information and Financial Management System	November 2021
19	Cabinet Member for Learning and Skills	Phase 2 Special Support Centre Programme - Edward Bryant Primary School, Bognor Regis - Allocation of Funding for Project Delivery	November 2021
20	Cabinet Member for Learning and Skills	Phase 2 Special Support Centre Programme - Felpham Community College, Bognor Regis - Allocation of Funding for Project Delivery	November 2021
20	Director of Property	Award of contract for the expansion of	November

	and Assets	Palatine Primary School	2021
21	Director of Property and Assets	Award of contract to provide permanent accommodation for the expansion of River Beach Primary School, Littlehampton	November 2021
22	Cabinet Member for Learning and Skills	Burgess Hill Northern Arc - New Secondary School - Allocation of Capital Funding for Project Delivery	November 2021
23	Director of Education and Skills	Contract Extension for the Provision of Adult Community Education	November 2021
24	Director of Education and Skills	Allocation of Funding for a Christmas Holiday Activities and Food Programme	November 2021
24	Cabinet Member for Learning and Skills	Recommendation of a provider to run the new Burgess Hill Northern Arc All-Through School	December 2021
25	Director of Property and Assets	Award of contract for works to expand Lindfield Primary Academy, Haywards Heath	December 2021
26	Cabinet Member for Learning and Skills	Midhurst Rother College, Midhurst - Extension of Changing Rooms - Allocation of Capital Funding for Project Delivery	January 2022
27	Cabinet	West Sussex Fire and Rescue Service Annual Statement of Assurance and Annual Report 2020-21	December 2021
28	Cabinet	West Sussex Fire and Rescue Service Community Risk Management Plan 2022-26	March 2022
29	Cabinet Member for Environment and Climate Change	West Sussex Local Flood Risk Management Strategy	November 2021
29	Director of Environment and Public Protection	Award of design and build contract at the Halewick Lane battery storage site	November 2021
30	Director of Environment and Public Protection	Award of contract for performance monitoring, operation and maintenance of rooftop solar PV systems owned by West Sussex County Council	November 2021
31	Cabinet	Gatwick Northern Runway - approval of consultation response	November 2021
32	Director of Highways, Transport and Planning	Maintenance of Pagham Harbour Local Nature Reserve	November 2021
32	Director of Environment and Public Protection	Award of Demand Side Response Management contract at the Halewick Lane Battery Storage site and Westhampnett Solar and Battery Farm	December 2021
33	Cabinet Member for Finance and Property	Property Holdings (Rolling Entry)	Between April 2021 and March 2022
34	Cabinet, Leader, Cabinet Member for Finance and Property	Performance and Resources Report (Rolling Entry)	Between April 2021 and March 2022
34	Cabinet	Emergency Central Government Funding (Rolling Entry)	Between February 2021 and March 2022
35	Director of Property and Assets	Procurement and Award of Contract Heating Plant Replacement at Parkside, Horsham	November 2021
35	Director of Property	Award of Framework Agreements for	December

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	and Assets	Construction Framework	2021
36	Director of Highways, Transport and Planning	Establishment of a Dynamic Purchasing System for passenger transport services	November 2021
37	Cabinet Member for Highways and Transport	A29 Realignment Phase 1 - Compulsory Purchase Order	November 2021
38	Cabinet Member for Highways and Transport	On-Street Parking Management in West Sussex	December 2021
38	Director of Highways, Transport and Planning	Adur and Worthing Councils Agency Agreement for Parking	December 2021
39	Director of Highways, Transport and Planning	Award of Contract for Highways Client Support Services	December 2021
40	Director of Highways, Transport and Planning	Award of Highway Improvement Contracts - phase 1 (Lots 4, 5 & 6)	December 2021
41	Director of Highways, Transport and Planning	A284 Lyminster bypass (north) - Construction Contract Award	December 2021
41	Cabinet Member for Highways and Transport	Highways and Transport Delivery Programmes 2022/2023	January 2022
42	Director of Highways, Transport and Planning	Award of Highway Improvement Contracts - phase 2 (Lots 4, 5 & 6)	January 2022
43	Director of Highways, Transport and Planning	Award of Contract for Highways Core Professional Services	January 2022
44	Cabinet Member for Public Health and Wellbeing	Contract arrangements for Community Advice & Support	November 2021
45	Director of Finance and Support Services	Award of Contract(s) Information Technology Services	November 2021
45	Director of Finance and Support Services	Award of Contract: Design and Implementation Support Service	November 2021
46	Executive Director Place Services	Worthing Public Realm Improvements, Railway Approach: Endorsement Detailed Design Stage and Funding Arrangements	November 2021
47	Director of Finance and Support Services	Endorsement of Procurement and Award of Contract: Microsoft Licences	December 2021
47	Director of Finance and Support Services	Endorsement of Procurement and Award of Contract: IT Hardware	December 2021
48	Executive Director Place Services	Endorsement of Procurement and Award of Contract, Manor Royal Highways Improvement Phase 2	December 2021

## Leader

None

## Adults Services

### Cabinet

<b>Residential based in-house services, Marjorie Cobby House, Selsey</b>	
<p>In 2018 the 'Choices for the Future' transformation programme for inhouse services was approved by the Cabinet Member for Adults and Health. Within the programme there was a commitment to review the in-house residential services.</p> <p>Marjorie Cobby House in Selsey is an in house residential resource centre, providing Discharge to Assess with Reablement beds and interim beds primarily for people coming out of hospital and in particular St Richards hospital in Chichester.</p> <p>The demand for residential Discharge to Assess beds has been and is likely to further be impacted by the increase of capacity to support people on a 'Home First' pathway, the commissioning of alternative models of care during the pandemic and the increase in provision of the Community Reablement Service. Supporting people in their own home and maximising opportunities for independence remains the priority as outlined in the Adult Social Care vision and strategy.</p> <p>Proposed Savings were presented to the Health and Adults Social Care Scrutiny Committee on the 13<sup>th</sup> January 2021 and then at Cabinet on the 22<sup>nd</sup> January 2021, which included £640k in savings related to in house services and identifying in particular Marjorie Cobby House. At the scrutiny committee it was identified that this will involve a consultation and an Equalities Impact Assessment which will be presented back to Cabinet once completed. Following this, Cabinet will be asked to take a decision on the future of Marjorie Cobby and the provision of residential based in-house services at this setting.</p>	
<b>Decision by</b>	Cllr Urquhart, Cllr Crow, Cllr N Jupp, Cllr A Jupp, Cllr Waight, Cllr Lanzer, Cllr Marshall, Cllr J Dennis, Cllr Russell, Cllr Hunt - Cabinet
<b>Date added</b>	1 March 2021
<b>Month</b>	November 2021
<b>Consultation/ Representations</b>	<p>Health and Adult Social Care Scrutiny Committee on 13 January 2021</p> <p>Full consultation to undertaken prior to decision</p> <p>Representations concerning this proposed decision can be made via the officer contact by the beginning of the month in which the decision is due to be taken</p>
<b>Background Documents</b>	None

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(via website)	
<b>Author</b>	Juliette Garrett Tel: 033 022 23748
<b>Contact</b>	Erica Keegan Tel: 033 022 26050

### Cabinet

<b>Shaw Healthcare Day Services Review</b>	
<p>Shaw Healthcare Ltd hold a contract with West Sussex County Council to provide 12 Residential Care and Nursing Homes across West Sussex. Six of these services also have a Day Service offer. In May 2018, a Cabinet decision (<a href="#">Report Ref: AH2 2018/19</a>) was taken which confirmed a three phased approach to making investment in the Shaw Healthcare Ltd contract, the third phase being the review of day services. In November 2020, as part of the Council's savings plans, the intention was confirmed to extend the review to assess whether all of the day services are required, whether they provide best use of public money and if not, what should change in order to deliver better outcomes for people. (<a href="#">Report Ref: CAB 11 20/21</a>)</p> <p>As part of the review of this provision, the County Council will now undertake a 6-week public consultation on the future of the services, with consideration of the outcomes of the review to date and the identification of savings. The process of consultation will be completed by the end of July 2021. The outcomes of the review, responses from the consultation and considerations of the Equalities Impact Assessment will then be presented to Cabinet to inform the decision on the future of the day service offer within the Shaw Healthcare Ltd services.</p>	
<b>Decision by</b>	CLlr Lanzer, CLlr Urquhart, CLlr Marshall, CLlr Russell, CLlr J Dennis, CLlr Hunt, CLlr Waight, CLlr A Jupp, CLlr Crow, CLlr N Jupp - Cabinet
<b>Date added</b>	10 June 2021
<b>Month</b>	November 2021
<b>Consultation/ Representations</b>	<p>Pre-engagement of customers and carers of services potentially affected.</p> <p>Full consultation to be undertaken prior to decision</p> <p>Health and Adult Social Care Scrutiny Committee to consider the outcome of the consultation.</p> <p>Representations concerning this proposed decision can be made via the officer contact by the beginning of the month in which the decision is due to be taken.</p>
<b>Background Documents</b> (via website)	None
<b>Author</b>	Juliette Garrett Tel: 033 022 23748
<b>Contact</b>	Erica Keegan Tel: 033 022 26050

### Executive Director Adults and Health



### Day Services (Adults with Learning Disabilities) Contracts Extension

Learning disability day services are delivered through contracts with 8 independent organisations as well as the Councils in-house day services.

These services meet customers social care needs as defined under the Care Act 2014 by promoting independent living and wellbeing by providing a range of functions:

- Support to those that struggle to access their community independently and for those with complex physical needs - personal and/or practical care at the day centre;
- Training and skills development to support independence;
- Work based training;
- Coordination of social and recreational activities;
- Provision of a meeting place to build relationships beyond those with carers and staff, thus reducing social isolation and loneliness;
- Supported stimulating activities for people with profound multiple disabilities; and
- Carers respite.

The contracts with the independent providers were let on a 5-year term, commencing 1st April 2015, and extended for 2 years to March 2022.

In addition, service contracts to recruit volunteers to support people with a learning disability to access mainstream community services (Gig Buddies) and volunteering (Work Aid) that need to be aligned with a future day opportunities model, are also due to expire in March 2022. The Workaid contract was originally let on a 5 year term commencing 1st April 2014, and extended for 3 years (1 + 1 + 1) to March 2022. The Gig Buddies contract was let from single tender in October 2018 following a period of funding via the LD small grants programme and extended year on year to March 2022.

The procurement timetable for provision after March 2022 has been impacted by the Covid-19 pandemic, particularly for the Provider Market, where the Council acknowledges additional challenges because of responding to the ongoing emergency. The proposed model for day opportunities will need to be informed by the Adults' Services strategy that is currently in development with an expected completion date in January 2022.

To allow sufficient time to codesign a detailed model and sourcing approach and implement this, it is recommended that the County Council extends for a further 21 months until 31 December 2023 under the existing contractual terms. A revised timetable will allow the County Council and its health partners to explore future delivery models, including the potential to move away from building based services to provision which is focussed on progression, independence and forges community-based relationships with local people, activities, opportunities and employers.

<b>Decision by</b>	Keith Hinkley - Executive Director Adults and Health
<b>Date added</b>	13 October 2021
<b>Month</b>	November 2021
<b>Consultation/ Representations</b>	Representations concerning this proposed decision can be made via the officer contact, by the beginning of the month in which the decision is due to be taken.
<b>Background</b>	None

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<b>Documents</b> (via website)	
<b>Author</b>	Alison Nuttall Tel: 033 022 25936
<b>Contact</b>	Erica Keegan Tel: 033 022 26050

### Executive Director Adults and Health

<b>Winter Commissioning 2021-2022 Award of Contract(s)</b>	
<p>The Council is developing plans to respond to seasonal pressures for the period between October 2021 and March 2022 in consultation and partnership with our NHS partners. The seasonal pressure plan will potentially include the commissioning of both Care and Support at Home and residential based service provision as well as other services that support hospital discharge or enable people to remain independent at home.</p> <p>The health and social care system face increased pressures during this period, particularly in the winter months that place increased demands on services. This year this is likely to be exacerbated by continued pressures as a result of the Covid-19 pandemic. Seasonal pressure plans are designed to ensure discharges from hospital, avoid admission to hospital or increase the flow across health and social care and access to services during pressured periods.</p> <p>Following the decision made by the Cabinet Member for Adult Services on the agreement of the Health and Social Care Seasonal Pressures Plan 2021/22 and commencement of procurement, the Executive Director, Adults and Health will be asked to approve the award of contract(s).</p>	
<b>Decision by</b>	Keith Hinkley - Executive Director Adults and Health
<b>Date added</b>	30 July 2021
<b>Month</b>	November 2021
<b>Consultation/ Representations</b>	Representations concerning this proposed decision can be made via the officer contact, by the beginning of the month in which the decision is due to be taken.
<b>Background Documents</b> (via website)	None
<b>Author</b>	Juliette Garrett Tel: 033 022 23748
<b>Contact</b>	Erica Keegan Tel: 033 022 26050

### Cabinet Member for Adults Services

<b>Grant Funding - Statutory Duty, Domestic Abuse Act 2021</b>
<p>The <a href="#">Domestic Abuse Act 2021</a> became law on 29 April 2021 and is designed to strengthen protections for victims and survivors of domestic abuse through the criminal justice system and via support services. The Act includes a statutory definition of domestic abuse, emphasising that domestic abuse is not just physical violence, but can</p>

also be emotional, coercive or controlling, and includes economic abuse. As part of this definition, children will be explicitly recognised as victims in their own right.

The Act places a duty on Local Authorities in England to:

- provide support to victims of domestic abuse and their children in refuges and other safe accommodation;
- provide all eligible homeless victims of domestic abuse with an automatic 'priority need' for homelessness assistance;
- ensure that when Local Authorities rehouse victims of domestic abuse, they do not lose a secure lifetime or assured tenancy;
- provide all eligible homeless victims of domestic abuse with an automatic 'priority need' for settled housing under the homelessness legislation.

Local Authorities are required to conduct a needs assessment to fully understand their requirements relating to the new duty which is required to be submitted in October 2021. West Sussex County Council has undertaken this needs assessment in conjunction with relevant local partners and has received one off funding in the region of £1.4m from Ministry of Housing, Communities & Local Government to respond to the results of the required needs assessment.

The new legislation requires the formation of a Partnership Board, if not already set up, to advise Local Authorities on how to meet their responsibilities against the new duty. West Sussex County Council will continue to use the existing West Sussex Domestic and Sexual Violence and Abuse Steering group to review progress and activity against our local action plan. In addition, a shared action plan is being developed to deliver the Pan-Sussex Strategic Framework which will incorporate the local West Sussex and East Sussex action plans. The Sussex Partnership Board will oversee the elements of the action plan that are consistent pan-Sussex

This decision will ask the Cabinet Member for Adult Services to agree the final policy and delegate authority to the Director of Communities to approve appropriate allocations from the £1.4m of Ministry of Housing, Communities & Local Government funding in line with The Sussex Partnership Board's assessment of the needs of all victims in the local area and within the terms of the government's grant conditions.

<b>Decision by</b>	Cllr A Jupp - Cabinet Member for Adults Services
<b>Date added</b>	15 September 2021
<b>Month</b>	December 2021
<b>Consultation/ Representations</b>	Representations concerning this proposed decision can be made via the officer contact.  Consultation with District and Borough Councils in West Sussex, Police & Crime Commissioner and East Sussex County Council.
<b>Background Documents</b> (via website)	Safer West Sussex Partnership Briefing Domestic Abuse Act 2021
<b>Author</b>	Jim Bartlett Tel: Mobile: 07548 125813
<b>Contact</b>	Erica Keegan Tel: 033 022 26050

**Executive Director Adults and Health**

**Food Supply and delivery of Meals on Wheels**

A procurement process has been initiated by the Executive Director Adults and Health for the award of the contract for food supply and delivery of the Meals on Wheels service to customers in the community and West Sussex County Council operated Directly Provided Services (Day Centres).

The existing contract arrangements will expire on 18th October 2022 following the current 7-year contract coming to its fully extended end. The current contract operates 365 day a year and delivers approx. 200,000 meals a year to around 700 registered customers living in the community and has an annual value of around 1.2m. In a BAU year the contract also provides around 20,000 Day Centre meals. A competitive procurement process will be undertaken for the Meals on Wheels contract to commence on 19th October 2022 for a period of 5 years initially plus any potential extensions, up to a maximum of 7 years in total.

West Sussex County Council has carried out internal reviews and analysis of the future feasibility of the service and preferred procurement process to be used. The process has passed through the Council’s Commercial and Procurement boards with representatives from legal, procurement and commercial services and the preferred procurement option is to undertake a competitive procurement process to replace the existing contract arrangement.

The service currently runs on a cost neutral basis to the Council and the procurement and subsequent award will replicate this model.

The Executive Director Adults and Health will be asked to award the contract to commence on 19th October 2022 for a period of 5 years initially plus any potential extensions, up to a maximum of 7 years in total.

<b>Decision by</b>	Keith Hinkley - Executive Director Adults and Health
<b>Date added</b>	13 October 2021
<b>Month</b>	March 2022
<b>Consultation/ Representations</b>	Representations concerning this proposed decision can be made via the officer contact, by the beginning of the month in which the decision is due to be taken.
<b>Background Documents</b> (via website)	None
<b>Author</b>	Juliette Garrett Tel: 033 022 23748
<b>Contact</b>	Erica Keegan Tel: 033 022 26050

**Children and Young People**

**Cabinet Member for Children and Young People****Procurement of a framework for urgent and specialist support for children and young people**

The Council has experienced a high volume of requests for specialist care and support for children and young people at short notice and often in emergency situations. Services are currently procured from individual specialist staffing agencies as required. No existing framework or dynamic purchasing system (DPS) is able to meet the needs of these vulnerable children due to the specialist services required and the notice periods given.

The Cabinet Member for Children and Young People will be asked to approve the procurement of a framework for the provision of urgent and specialist support for children and young people and to approve the delegation of authority to the Executive Director of Children, Young People and Learning to award to the framework.

<b>Decision by</b>	Cllr Russell - Cabinet Member for Children and Young People
<b>Date added</b>	22 July 2021
<b>Month</b>	November 2021
<b>Consultation/ Representations</b>	Representations concerning this proposed decision can be made to the Cabinet Member via the officer contact, by the beginning of the month in which the decision is due to be taken.
<b>Background Documents</b> (via website)	None
<b>Author</b>	Stephen Humphries
<b>Contact</b>	Wendy Saunders Tel: 033 022 2253

**Cabinet Member for Children and Young People****Additional Funding Allocation for Remodelling of Orchard House Children's Home**

Orchard House children's home in Cuckfield caters for residential placements and short breaks for children with disabilities, with capacity for up to 16 children at one time. It is currently graded as 'outstanding' by Ofsted.

A total of £4.183m of capital funding has so far been approved to deliver the remodelling and refurbishment of the home. These works are required to resolve critical issues with the site, modernise the home and improve the facilities for those children resident at the home and those who undertake short breaks there. The commencement of a procurement process to enable these works to be undertaken has also been approved (decision [CYPO4\(20/21\)](#) refers).

Additional works have been identified to improve the sustainability and efficiency of the home, in line with the Council's [Climate Change Strategy](#). The Cabinet Member for Children and Young People will be requested to approve the allocation of additional capital funding to deliver these works.

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<b>Decision by</b>	Cllr Russell - Cabinet Member for Children and Young People
<b>Date added</b>	11 October 2021
<b>Month</b>	November 2021
<b>Consultation/ Representations</b>	Finance Legal Procurement Property and Assets Sustainability Cabinet Member for Finance and Property  Representations concerning this proposed decision can be made to the Executive Director Children, Young People and Learning, via the officer contact, by the beginning of the month in which the decision is due to be taken.
<b>Background Documents</b> (via website)	Cabinet Member Decision - Remodelling of Orchard House children's home - CYP04(20/21)
<b>Author</b>	Thomas Strivens Tel: 033 022 22082
<b>Contact</b>	Wendy Saunders Tel: 033 022 22553

### Executive Director Children, Young People and Learning

<b>Award of block contract accommodation services for young people aged 16+</b>	
<p>A new Framework Agreement has recently been established to enable the County Council to purchase accommodation services for looked after young people aged 16+ and care leavers (decision <a href="#">OKD13 (21/22)</a> refers).</p> <p>Block contracts provide the Council with whole services of supported accommodation for young people. Increasing the number of young people in these arrangements reduces the need to commission individual placements and offers better value for money. Under the terms of the framework agreement a mini-competition process will be undertaken to award a number of block contracts to provide local accommodation for older looked after young people and care leavers.</p> <p>The Executive Director of Children, Young People and Learning will be asked to approve the award of block contract awards to successful bidders on completion of the mini-competitions.</p>	
<b>Decision by</b>	Lucy Butler - Executive Director Children, Young People and Learning
<b>Date added</b>	11 October 2021
<b>Month</b>	December 2021
<b>Consultation/ Representations</b>	Finance Legal Procurement Property and Assets Sustainability Cabinet Member for Finance and Property

	Representations concerning this proposed decision can be made to the Executive Director Children, Young People and Learning, via the officer contact, by the beginning of the month in which the decision is due to be taken.
<b>Background Documents</b> (via website)	Decision to award to the Framework
<b>Author</b>	Shelly Dichello Tel: 033 022 24131
<b>Contact</b>	Wendy Saunders Tel: 033 022 22553

### Executive Director Children, Young People and Learning

<b>Extension of the Dynamic Purchasing System for Children's Placements and Other Support Services</b>	
<p>In March 2019 the Director of Children and Family Services approved the Contract Award of a Dynamic Purchasing System (DPS) to facilitate the purchase of Children's Placements and Other Support Services (CPOSS). This enables the sourcing of services such as residential care, independent foster services and educational placements (<a href="#">decision OKD27(18/19)</a> refers).</p> <p>The DPS was procured with an initial contract period of 3 years with the option to extend for up to a further 4 years. The initial contract period is due to conclude at the end of February 2022 and it is proposed to take up the option of extending the DPS for two years.</p> <p>The Executive Director Children, Young People and Learning will be asked to approve the extension of the DPS for 2 years from March 2022.</p>	
<b>Decision by</b>	Lucy Butler - Executive Director Children, Young People and Learning
<b>Date added</b>	21 October 2021
<b>Month</b>	December 2021
<b>Consultation/ Representations</b>	<p>Procurement Legal Finance</p> <p>Representations concerning this proposed decision can be made to the Executive Director Children, Young People and Learning, via the officer contact, by the beginning of the month in which the decision is due to be taken.</p>
<b>Background Documents</b> (via website)	DPS Contract Award Decision - OKD27(18/19)
<b>Author</b>	Martin Cross Tel: 0330 222 3795, Charlotte Smith Tel: 033 022 2754
<b>Contact</b>	Wendy Saunders Tel: 033 022 22553

## Learning and Skills

### Director of Property and Assets

<b>Award of Contract for the Woodlands Meed College New Build Project</b>	
<p>Woodlands Meed is a Special School and College for 2-19-year old pupils located in Burgess Hill.</p> <p>Due to suitability and condition issues of the existing accommodation at the College site, in May 2020 Cabinet agreed that funding was allocated to replace the College building on its existing site (<a href="#">Decision reference CAB03 (20/21)</a> refers). As part of the decision authority was delegated to the Director of Property and Assets that, subject to receipt of planning permission and statutory consents, a construction contract was entered into for rebuilding the College.</p> <p>The County Council together with the Councils Multi-Disciplinary Consultant have developed a formal proposal to rebuild Woodlands Meed College on its current site. A buildable design option that meets the gross budget of £20m has been agreed with the school and the County Council.</p> <p>A procurement has been undertaken and the Director of Property and Assets will be asked to approve the award of the construction contract to the preferred provider for the construction phase, of the project to replace Woodlands Meed College.</p>	
<b>Decision by</b>	Andrew Edwards - Director of Property and Assets
<b>Date added</b>	21 April 2021
<b>Month</b>	November 2021
<b>Consultation/ Representations</b>	Procurement Legal Finance Property and Assets  Representations concerning this proposed decision can be made to the Director of Property and Assets, via the officer contact, by the beginning of the month in which the decision is due to be taken.
<b>Background Documents</b> (via website)	Cabinet Decision CAB03(20/21)
<b>Author</b>	Carol Bruce Tel: 033 022 23055
<b>Contact</b>	

### Director of Property and Assets

<b>Award of contract for construction of an All Weather Pitch at The Forest School, Horsham</b>
<p>In July 2020 the Cabinet Member for Education and Skills approved the siting of additional accommodation for QEII School on some of the existing playing field at The</p>



Forest School (Decision reference [ES02\(20/21\)](#)). In order to mitigate the impact of the loss of the playing field an All Weather Pitch will be constructed at The Forest School.

The All-Weather pitch will enable pupils to undertake outside sport activities all year round whilst also providing the school the ability to generate additional income through letting.

As part of a separate key decision process the Cabinet Member for Education and Skills will be asked to approve the allocation of capital funding from Section 106 contributions to undertake a project to provide an All Weather Pitch at The Forest School. The Cabinet Member will also be asked to delegate authority to the Director of property and Assets to award the contract for the project.

Subject to this delegation of authority from the Cabinet Member, the Director of Property and Assets will then be asked to approve the award of contract for the proposed project at The Forest School.

<b>Decision by</b>	Andrew Edwards - Director of Property and Assets
<b>Date added</b>	11 January 2021
<b>Month</b>	November 2021
<b>Consultation/ Representations</b>	Procurement Legal Finance  Representations concerning this proposed decision can be made to the Director of Property and Assets, via the contact officer, by the beginning of the month in which the decision is due to be taken.
<b>Background Documents</b> (via website)	None
<b>Author</b>	Liam Hayward Tel: 033 022 22002
<b>Contact</b>	Wendy Saunders Tel: 033 022 22553

#### **Director of Property and Assets**

##### **Extension to the Pre-Construction Services Agreement for Woodlands Meed College New Build Project**

Woodlands Meed is a Special School and College for 2-19-year old pupils located in Burgess Hill.

Due to suitability and condition issues of the existing accommodation at the College site, in May 2020 Cabinet agreed that funding was allocated to replace the College building on its existing site (Decision reference [CAB03 \(20/21\)](#) refers). As part of the decision authority was delegated to the Director of Property and Assets that, subject to receipt of planning permission and statutory consents, a construction contract was entered into for rebuilding the College.

A Pre-Construction Services Agreement was executed in February 2021 to appoint the contractor at Stage 4 of the project to ensure buildability and reduce risk; due to design

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changes this agreement requires extending. The Director of Property and Assets will be asked to approve the extension to the pre-construction services agreement.	
<b>Decision by</b>	Andrew Edwards - Director of Property and Assets
<b>Date added</b>	29 April 2021
<b>Month</b>	November 2021
<b>Consultation/ Representations</b>	College Governing Body  Representations concerning this proposed decision can be made to the Director of Property and Assets via the author or officer contact, by the beginning of the month in which the decision is due to be taken.
<b>Background Documents</b> (via website)	Cabinet Report CAB03(20/21)
<b>Author</b>	Carol Bruce Tel: 033 022 23055
<b>Contact</b>	Wendy Saunders Tel: 033 022 22553

### Cabinet Member for Learning and Skills

<b>Slinfold CE Primary School - Funding for Replacement of Modular Teaching Accommodation</b>	
<p>The County Council has a statutory duty to provide sufficient primary and secondary school places for all children who need a place. Slinfold CE Primary School is a 5 class Primary School with a broad range of buildings including a double modular unit which was installed on the site in excess of 30 years ago. The modular unit has significant suitability issues and requires replacement with new teaching accommodation that meets current required standards for construction.</p> <p>The Cabinet Member for Learning and Skills will be asked to approve the allocation of capital funding from Section 106 contributions and a procurement exercise to undertake a project to replace the modular classrooms with new purpose built classrooms.</p>	
<b>Decision by</b>	Cllr N Jupp - Cabinet Member for Learning and Skills
<b>Date added</b>	8 July 2020
<b>Month</b>	November 2021
<b>Consultation/ Representations</b>	School  Representations concerning this proposed decision can be made to the Cabinet Member for Learning and Skills via the officer contact, by the beginning of the month in which the decision is due to be taken.
<b>Background Documents</b> (via website)	None

<b>Author</b>	Leigh Hunnikin Tel: 033 022 23051
<b>Contact</b>	Wendy Saunders Tel: 033 022 22553

### Cabinet Member for Learning and Skills

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

### Cabinet Member for Learning and Skills

<b>Phase 2 Special Support Centre Programme - St Margaret's CE Primary School, Angmering - Allocation of Funding</b>	
<p>There is a need to increase provision for children and young people with Special Educational Needs and Disabilities (SEND) through the creation of additional places in Specialist Support Centres that are attached to mainstream schools and academies. This will assist with the aim of enabling children to attend school locally.</p>	

## Agenda Item 9

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

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

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

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

### Cabinet Member for Learning and Skills

<b>Procurement of a School Information and Financial Management System</b>	
<p>West Sussex schools currently use a School Information and Financial Management IT System to both record and aggregate necessary information about pupils and staff as well as enabling the management of finances and budgeting.</p> <p>The County Council is reviewing the current system provision and the intention is to procure a replacement system with the additional functionality of real time access for the Local Authority, in order to facilitate the undertaking of its statutory duties.</p> <p>The Cabinet Member for Learning and Skills will be asked to approve the commencement of a procurement process for the provision of a replacement information and financial management system for all West Sussex maintained schools, with the contract due to commence in April 2022. The Cabinet Member will also be asked to delegate authority to the Director of Education and Skills to award the contract(s) and implement the solution following the procurement process.</p>	
<b>Decision by</b>	Cllr N Jupp - Cabinet Member for Learning and Skills

<b>Date added</b>	30 July 2021
<b>Month</b>	November 2021
<b>Consultation/ Representations</b>	Schools Schools Forum – 17 June 2021 IT Providers  Representations concerning this proposed decision can be made to the Cabinet Member, via the officer contact, by the beginning of the month in which the decision is due to be taken
<b>Background Documents</b> (via website)	None
<b>Author</b>	James Richardson Tel: 033 022 22327
<b>Contact</b>	Wendy Saunders Tel: 033 022 22553

### Cabinet Member for Learning and Skills

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

## Agenda Item 9

<b>Documents</b> (via website)	
<b>Author</b>	Leigh Hunnikin Tel: 033 022 23051
<b>Contact</b>	Wendy Saunders Tel: 033 022 22553

### Cabinet Member for Learning and Skills

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

### Director of Property and Assets

<b>Award of contract for the expansion of Palatine Primary School</b>
Palatine Primary School in Worthing caters for a wide range of Special Educational Needs

for children aged between 2 and 11 with moderate, severe or profound learning needs.

Following a review of existing and projected numbers on roll, the need for capital investment in the school was identified to meet an increase in pupils from 153 to 177. As part of a separate key decision process the Cabinet Member for Education and Skills approved the allocation of capital funding from the Basic Need Capital Programme to provide additional accommodation at Palatine Primary School. The Cabinet Member also delegated authority to the Director of Property and Assets to award the contract for the expansion project (decision [ES13\(20/21\)](#) refers).

Further to this delegation of authority from the Cabinet Member, the Director of Property and Assets will be asked to approve the award of contract for the expansion of Palatine Primary School.

<b>Decision by</b>	Andrew Edwards - Director of Property and Assets
<b>Date added</b>	4 January 2021
<b>Month</b>	November 2021
<b>Consultation/ Representations</b>	Procurement Legal Finance  Representations concerning this proposed decision can be made to the Director of Property and Assets, via the officer contact, by the beginning of the month in which the decision is due to be taken.
<b>Background Documents</b> (via website)	Cabinet Member Decision ES13(20/21)
<b>Author</b>	Paul Hemming Tel: 033 022 23519
<b>Contact</b>	Wendy Saunders - Tel: 033 022 22553

### Director of Property and Assets

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

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

In November 2020 the Cabinet Member for Education and Skills approved the allocation of Section 106 funding for education infrastructure capital projects, including the expansion of River Beach ([decision ES10 \(20/21\)](#) refers). As part of the decision the Cabinet Member also delegated authority to the Director of Property and Assets to undertake a procurement exercise and to enter into contracts for delivery of the projects. At the time of this decision it was not considered that an individual project would require an allocation in excess of £500,000; following a feasibility study the works required at River Beach are anticipated to exceed this value, meeting the criteria for an individual officer key decision.

## Agenda Item 9

The Director of Property and Assets will be asked to approve the award of contract for the expansion of River Beach Primary School.	
<b>Decision by</b>	Andrew Edwards - Director of Property and Assets
<b>Date added</b>	18 June 2021
<b>Month</b>	November 2021
<b>Consultation/ Representations</b>	Procurement Legal Finance  Representations concerning this proposed decision can be made to the Director of Property and Assets via the author or officer contact, by the beginning of the month in which the decision is due to be taken.
<b>Background Documents</b> (via website)	Cabinet Member Decision ES10(20/21)
<b>Author</b>	Paul Hemming Tel: 033 022 23519
<b>Contact</b>	Wendy Saunders Tel: 033 022 22553

### Cabinet Member for Learning and Skills

<b>Burgess Hill Northern Arc - New Secondary School - Allocation of Capital Funding for Project Delivery</b>	
<p>Homes England has secured planning permission for a new 3500 home development on land known as the Northern Arc of Burgess Hill. As part of the overall plan, a site for a new Secondary School has been provided to ensure sufficient secondary school places to serve the development. In addition, a financial contribution of £18m has been secured through a Section 106 Agreement to contribute towards the construction costs of the new school. The school is proposed to open in September 2024.</p> <p>All Year 7 places at local Secondary Schools are full for September 2021. A new Secondary School is therefore required to provide for both the increasing population in the area and the additional need generated by the development.</p> <p>In July 2021 the Cabinet Member for Learning and Skills approved the capital funding to enable the detailed design for building the new school to be progressed through the County Council's Multi-Disciplinary Consultant (MDC), Faithful+Gould Ltd (<a href="#">decision LS03(21/22)</a> refers). The detailed design will enable the procurement process for construction of the school to be commenced.</p> <p>The Cabinet Member for Learning and Skills will be asked to approve the allocation of the funds required for full delivery of the project and procurement of a building contractor to complete the design and construct the new building.</p>	
<b>Decision by</b>	Cllr N Jupp - Cabinet Member for Learning and Skills
<b>Date added</b>	30 July 2021
<b>Month</b>	November 2021



<b>Consultation/ Representations</b>	
<b>Background Documents</b> (via website)	Cabinet Member Decision Report LS03(21/22)
<b>Author</b>	Leigh Hunnikin Tel: 033 022 23051
<b>Contact</b>	Wendy Saunders Tel: 033 022 22553

### Director of Education and Skills

<b>Contract Extension for the Provision of Adult Community Education</b>	
<p>West Sussex County Council currently provides adult community education for the residents of West Sussex through a subcontracting model, predominantly delivered by Aspire Sussex Ltd (Aspire). Provision is entirely externally funded via the Department for Education through the Education and Skills Funding Agency (ESFA) and where appropriate, fees paid by the learners. The County Council is accountable to the ESFA for the use of the funding and to Ofsted for the quality and effectiveness of provision.</p> <p>Aspire were awarded a contract on an initial three-year term, commencing 1 August 2017, with the option for up to a four-year extension.</p> <p>In April 2020, a two-year contract extension was approved which runs until August 2022 (decision <a href="#">OKD01(20/21)</a> refers); the contract value is approximately £2.74m per year. The intention is to extend the contract for the final two years; taking up this extension will allow the County Council to explore future delivery models.</p> <p>The Director of Education and Skills will be asked to approve the extension of the contract with Aspire for the final two years, to 31 August 2024, with a break clause in for August 2023.</p>	
<b>Decision by</b>	Paul Wagstaff - Director of Education and Skills
<b>Date added</b>	23 June 2021
<b>Month</b>	November 2021
<b>Consultation/ Representations</b>	Representations concerning this proposed decision can be made to the Director of Education and Skills, via the officer contact, by the beginning of the month in which the decision is due to be taken
<b>Background Documents</b> (via website)	Officer Key Decision to extend the contract OKD01(20/21)
<b>Author</b>	Andrew Bishop Tel: 033 022 25399
<b>Contact</b>	Wendy Saunders Tel: 033 022 22553

### Director of Education and Skills

<b>Allocation of Funding for a Christmas Holiday Activities and Food Programme</b>	
<p>The Department for Education (DfE) have provided every local authority in England funding to coordinate free holiday provision, including healthy food and enriching activities for children eligible for benefits related free school meals. The funding is to cover provision for the Easter, summer and Christmas Holidays in 2021</p> <p>In July 2021 the Director of Education &amp; Skills took a decision to award funding to organisations for providing activities and food for the summer holiday period and to allocate the remaining funding to enable a Christmas programme to be delivered (Decision <a href="#">OKD10 (21/22)</a> refers).</p> <p>Expressions of interest have been sought for providers to offer Holiday Activities and Food for children during the Christmas Holidays 2021. The Director of Education and Skills will be asked to approve the award of winter grants to successful organisations.</p>	
<b>Decision by</b>	Paul Wagstaff - Director of Education and Skills
<b>Date added</b>	27 October 2021
<b>Month</b>	November 2021
<b>Consultation/ Representations</b>	<p>Holiday Providers including schools, colleges, sports clubs and childcare providers</p> <p>Representations concerning this proposed decision can be made to the Director of Education and Skills via the officer contact, by the beginning of the month in which the decision is due to be taken</p>
<b>Background Documents</b> (via website)	Officer Key Decision OKD10 (21/22)
<b>Author</b>	Danny Pell Tel: 033 022 22144
<b>Contact</b>	Wendy Saunders Tel: 033 022 22553

**Cabinet Member for Learning and Skills**

<b>Recommendation of a provider to run the new Burgess Hill Northern Arc All-Through School</b>
<p>West Sussex County Council is <a href="#">holding a competition</a> for Multi Academy Trusts to apply to become the provider of a new all-through school that is being built in the development known as Burgess Hill Northern Arc. The competition is running in accordance with Department for Education guidance <a href="#">‘The free school presumption – November 2019’</a>.</p> <p>On conclusion of the competition an Evaluation Panel, made up of senior education officers and the Chair of the Schools Forum and a representative from the Regional Schools Commissioner’s Office, will assess the written applications, then shortlist and interview potential sponsor academy trusts to identify the strongest sponsor for the school.</p> <p>Following assessment of the outcome of the competition, the Cabinet Member for Learning and Skills will be asked to make a recommendation to the Secretary of State</p>

for Education as to which Multi Academy Trust should sponsor the school. The Regional Schools Commissioner, through delegated powers from the Secretary of State for Education, will make the final decision on the sponsor which will likely be announced in the Spring of 2022.

<b>Decision by</b>	Cllr N Jupp - Cabinet Member for Learning and Skills
<b>Date added</b>	1 October 2021
<b>Month</b>	December 2021
<b>Consultation/ Representations</b>	Public consultation held between 28.6.21 and 26.7.21.  Representations concerning this proposed decision can be made to the Cabinet Member for Learning and Skills, via the officer contact, by the beginning of the month in which the decision is due to be taken.
<b>Background Documents</b> (via website)	Cabinet Member Decision to consult - LS02(21/22) Consultation and Analysis of Results
<b>Author</b>	Vanessa Cummins Tel: 033 022 23046
<b>Contact</b>	Wendy Saunders Tel: 033 022 22553

#### **Director of Property and Assets**

##### **Award of contract for works to expand Lindfield Primary Academy, Haywards Heath**

Following a review of pupil projections for the North of the County and in particular the Haywards Heath/Lindfield areas it is necessary to provide for a bulge class of 30 pupils at Lindfield Primary Academy for the next two years' intake – 2023 and 2024.

It is proposed to expand the school by creating 2 additional classrooms as an extension to the existing school buildings. In addition, a grass bank will be levelled into an outdoor play space to accommodate the increased pupil numbers.

In November 2020 the Cabinet Member for Education and Skills approved the allocation of Section 106 funding for education infrastructure capital projects, including the expansion of Lindfield Primary ([decision ES10 \(20/21\)](#) refers). As part of the decision the Cabinet Member also delegated authority to the Director of Property and Assets to undertake a procurement exercise and to enter into contracts for delivery of the projects. At the time of this decision it was not considered that an individual project would require an allocation in excess of £500,000; following a feasibility study the works required at Lindfield Primary are anticipated to exceed this value, meeting the criteria for an individual officer key decision.

The Director of Property and Assets will be asked to approve the award of contract for the expansion project.

<b>Decision by</b>	Andrew Edwards - Director of Property and Assets
<b>Date added</b>	21 October 2021
<b>Month</b>	December 2021

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<b>Consultation/ Representations</b>	Procurement Legal Finance  Representations concerning this proposed decision can be made to the Director of Property and Assets via the officer contact, by the beginning of the month in which the decision is due to be taken.
<b>Background Documents</b> (via website)	Cabinet Member Decision
<b>Author</b>	Katerina Evans-Makrakis Tel: 07597 526870
<b>Contact</b>	Wendy Saunders Tel: 033 022 22553

### Cabinet Member for Learning and Skills

<b>Midhurst Rother College, Midhurst - Extension of Changing Rooms - Allocation of Capital Funding for Project Delivery</b>	
<p>Midhurst Rother College is an Academy Secondary School providing education for pupils aged 11 to 18 in the Midhurst/Petworth and surrounding areas.</p> <p>Following an increase in parental preference and a need for Secondary places in the area, the Published Admission Number (PAN) for each year group at the school will be increased to 240. Consequently the changing rooms need expanding to accommodate the increased number of pupils.</p> <p>In March 2021 the Director of Property and Assets approved the capital funding to enable the detailed design for the additional changing rooms to be progressed through the County Council's Multi-Disciplinary Consultant (MDC), Faithful+Gould Ltd.</p> <p>The Cabinet Member for Learning and Skills will be asked to approve:</p> <ul style="list-style-type: none"> <li>• the allocation of the funds required for full delivery of the project</li> <li>• the procurement of a building contractor to construct the extension to the changing rooms and the</li> <li>• delegation of authority to the Director of Property and Assets to award the contract.</li> </ul>	
<b>Decision by</b>	Cllr N Jupp - Cabinet Member for Learning and Skills
<b>Date added</b>	1 November 2021
<b>Month</b>	January 2022
<b>Consultation/ Representations</b>	Schools, parents and local residents, Parish and District Councils Procurement Legal Finance  Representations concerning this proposed decision can be made to the Cabinet Member for Learning and Skills via the officer contact, by the beginning of the month in which the decision is due to be taken
<b>Background</b>	None

<b>Documents</b> (via website)	
<b>Author</b>	Leigh Hunnikin Tel: 033 022 23051
<b>Contact</b>	Wendy Saunders Tel: 033 022 22553

## Community Support, Fire and Rescue

### Cabinet

<b>West Sussex Fire and Rescue Service Annual Statement of Assurance and Annual Report 2020-21</b>	
<p>The Fire Authority (FRA) is required to provide annual assurance on financial, governance and operational matters and show how they have had due regard to the expectations set out in their Integrated Risk Management Plan (IRMP) and as part of the Fire and Rescue National Framework for England.</p> <p>This Statement reinforces the commitment to provide our communities with clear information about how we manage public funds and assure the effectiveness of our financial, governance and operational fire service arrangements.</p> <p>All partners involved have been asked to formally endorse the Annual Statement of Assurance 2020-21. West Sussex Fire and Rescue Service also publishes alongside the Statement of Assurance, an Annual Report. Cabinet will be asked to approve the West Sussex Fire and Rescue Service Statement of Assurance and the Annual Report for 2020-21.</p>	
<b>Decision by</b>	Cllr Urquhart, Cllr N Jupp, Cllr Crow, Cllr A Jupp, Cllr Marshall, Cllr Lanzer, Cllr Waight, Cllr Russell, Cllr Hunt, Cllr J Dennis - Cabinet
<b>Date added</b>	5 October 2021
<b>Month</b>	December 2021
<b>Consultation/ Representations</b>	Representations concerning this proposed decision can be made to the Cabinet Member for Fire & Rescue and Communities, via the officer contact, by the beginning of the month in which the decision is due to be taken.
<b>Background Documents</b> (via website)	None
<b>Author</b>	Sabrina Cohen-Hatton Tel: 033 022 24993
<b>Contact</b>	Erica Keegan Tel: 033 022 26050

### Cabinet

<b>West Sussex Fire and Rescue Service Community Risk Management Plan 2022-</b>
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The Fire and Rescue National Framework for England (2018) requires all Fire and Rescue Authorities to produce an Integrated Risk Management Plan (IRMP) that covers at least a 3-year period. We are now in the fourth and final year of our existing 2018-2022 IRMP and have developed a new Community Risk Management Plan (CRMP) covering 2022-2026 [per guidance from the National Fire Chiefs Council (NFCC), there has been a change in terminology from IRMP to CRMP].

During the planning process, we consider our community risks, using a range of sophisticated analytical tools to identify where incidents might happen, when they might occur and how serious they could be. Using this data alongside historical information about demand allows us to identify options to better target our resources, including firefighters and appliances, more effectively, resulting in a better balance of prevention, protection and response activities. This plan then clearly communicates this to the public, reinforcing the services commitment to our communities.

The Cabinet is recommended to endorse the West Sussex Fire and Rescue Service Community Risk Management Plan 2022-26 on behalf of the County Council.

<b>Decision by</b>	Cllr Marshall, Cllr Urquhart, Cllr Lanzer, Cllr J Dennis, Cllr Hunt, Cllr Russell, Cllr Waight, Cllr Crow, Cllr N Jupp, Cllr A Jupp - Cabinet
<b>Date added</b>	27 October 2021
<b>Month</b>	March 2022
<b>Consultation/ Representations</b>	<p>A programme of pre-consultation and engagement activities has been conducted over 12 months in order to help shape the strategic direction of the Community Risk Management Plan.</p> <p>A 10 week, formal consultation, runs from 15<sup>th</sup> November 2021 to 21<sup>st</sup> January 2022, open to public and staff and supported by public, staff and representative body engagement.</p> <p>Representations concerning this proposed decision can be made to the Cabinet Member for Fire &amp; Rescue and Communities, via the officer contact, by the beginning of the month in which the decision is due to be taken.</p>
<b>Background Documents</b> (via website)	None
<b>Author</b>	Sabrina Cohen-Hatton Tel: 033 022 24993
<b>Contact</b>	Erica Keegan Tel: 033 022 26050

## Environment and Climate Change

**Cabinet Member for Environment and Climate Change**

### **West Sussex Local Flood Risk Management Strategy**

The West Sussex Local Flood Risk Management Strategy (the County Council's main policy on local flood risk from surface and ground water and a statutory document) is being reviewed and updated and will set out the County Council's strategic approach for the next 5 years (2021 to 2026).

Adoption of a Local Flood Risk Management Strategy (LFRMS) is a requirement under the Flood & Water Management Act 2010 and associated Flood Risk Management Regulations 2009.

This is the second iteration of the LFRMS and sets out how the County Council will undertake its flood risk management responsibilities to meet the statutory requirements.

Public consultation on the draft strategy will run for six weeks from mid-August to the end of September 2021.

The Cabinet Member for Highways and Transport will be asked to approve the West Sussex Local Flood Risk Management Strategy.

<b>Decision by</b>	Cllr Urquhart - Cabinet Member for Environment and Climate Change
<b>Date added</b>	13 August 2021
<b>Month</b>	November 2021
<b>Consultation/ Representations</b>	Public consultation Communities, Highways and Environment Scrutiny Committee – 30 September 2021  Representations concerning this proposed decision can be made to the Cabinet Member for Environment and Climate Change, via the officer contact, by the beginning of the month in which the decision is due to be taken.
<b>Background Documents</b> (via website)	None
<b>Author</b>	Kevin Macknay Tel: 033 022 26429
<b>Contact</b>	Judith Shore Tel: 033 022 26052

### **Director of Environment and Public Protection**

#### **Award of design and build contract at the Halewick Lane battery storage site**

The Halewick Lane Battery Storage project proposes the re-development of the previously derelict North Sompting Waste Management Site into an income generating battery storage project.

The Cabinet Member for Environment [delegated authority](#) to the Director of Environment and Public Protection to approve the design and build contract award.

When the procurement process has concluded, the Director of Environment and Public Protection will be asked to award the design and build contract.

## Agenda Item 9

<b>Decision by</b>	Steve Read - Director of Environment and Public Protection
<b>Date added</b>	19 August 2021
<b>Month</b>	November 2021
<b>Consultation/ Representations</b>	Director of Law and Assurance Director of Finance and Support Services  Representations concerning this proposed decision can be made to the Director of Environment and Public Protection, via the officer contact, by the beginning of the month in which the decision is due to be taken.
<b>Background Documents</b> (via website)	None
<b>Author</b>	David Robinson Tel: 033 022 26995
<b>Contact</b>	Judith Shore Tel: 033 022 26052

### Director of Environment and Public Protection

<b>Award of contract for performance monitoring, operation and maintenance of rooftop solar PV systems owned by West Sussex County Council</b>	
<p>Since 2015, West Sussex County Council has installed over 300 rooftop solar power systems on domestic properties, schools, corporate and commercial buildings with a total capacity of 5.4MW.</p> <p>The performance of these systems will be optimised through operational monitoring alongside planned and reactive maintenance in order to –</p> <ul style="list-style-type: none"> <li>• maximise renewable energy generated to substitute for carbon emitting sources</li> <li>• derive energy savings for social housing residents, schools and the County Council estate</li> <li>• protect the County Council’s investment in these systems</li> </ul> <p>A tender process was started in July 2021 with a view to securing best value for the provision of the services.</p> <p>The Director for Environment and Public Protection will be asked to award the contract for the monitoring, operation and maintenance of rooftop solar PV systems owned by West Sussex County Council, in accordance with the Council’s Standing Orders on Procurement and Contracts.</p>	
<b>Decision by</b>	Steve Read - Director of Environment and Public Protection
<b>Date added</b>	1 September 2021
<b>Month</b>	November 2021
<b>Consultation/ Representations</b>	Director of Law and Assurance Director of Finance and Support Services  Representations concerning this proposed decision can be made to the Director of Environment and Public Protection, via the



	officer contact, by the beginning of the month in which the decision is due to be taken.
<b>Background Documents</b> (via website)	None
<b>Author</b>	Andrew Tolfts Tel: 033 022 28563
<b>Contact</b>	Judith Shore Tel: 033 022 26052

**Cabinet**

<b>Gatwick Northern Runway - approval of consultation response</b>	
<p>Gatwick Airport Limited (GAL) proposes alterations to bring the existing Northern Runway at Gatwick Airport into routine use alongside the main runway, enabling the dual operation of both runways. The proposal, the Northern Runway Project, is a Nationally Significant Infrastructure Project requiring a Development Consent Order (DCO) from the Secretary of State (rather than planning permission from the local planning authority). The County Council is a statutory consultee in the DCO process.</p> <p>The proposal would increase Gatwick's passenger throughput to approximately 75.6 million passengers per annum (mppa) by 2038, an increase in capacity of approximately 13.2 mppa. The Northern Runway would be operational by summer 2029. The majority of the construction works associated with the project would be contained within the existing airport boundary.</p> <p>Formal consultation on the proposal is taking place from 9 September to 1 December 2021.</p> <p>The Cabinet will be asked to approve the County Council's response to the formal consultation.</p>	
<b>Decision by</b>	Cllr A Jupp, Cllr Urquhart, Cllr Crow, Cllr N Jupp, Cllr Lanzer, Cllr Marshall, Cllr Waight, Cllr Hunt, Cllr J Dennis, Cllr Russell - Cabinet
<b>Date added</b>	23 September 2021
<b>Month</b>	November 2021
<b>Consultation/ Representations</b>	<p>All Member briefing by Gatwick Airport (30 September) Communities, Highways and Environment Scrutiny Committee, 30 September (Task and Finish Group) Internal consultation with County Council officers and officers in other affected authorities in West Sussex</p> <p>Representations concerning this proposed decision can be made to the Cabinet Member for Environment and Climate Change, via the officer contact, by the beginning of the month in which the decision is due to be taken.</p>
<b>Background Documents</b> (via website)	None

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<b>Author</b>	Mike Elkington Tel: 033 022 26463
<b>Contact</b>	Judith Shore Tel: 033 022 26052

### Director of Highways, Transport and Planning

<b>Maintenance of Pagham Harbour Local Nature Reserve</b>	
<p>Pagham Harbour Local Nature Reserve (PHLNR) receives over 200,000 visits per annum and is an internationally important site for wildlife as well as an important amenity for local communities. The County Council has a statutory duty to ensure PHLNR is maintained as a protected environment.</p> <p>On 1 February 2012, the County Council entered into a 99-year lease with the RSPB and a Service Level Agreement for maintenance services.</p> <p>The current Service Level Agreement with the RSPB expires on 31 January 2022. The Director of Highways, Transport and Planning will be asked to award a replacement Service Contract commencing on 1 February 2022 for a period of 5 years, with the option to extend for a further 5 years.</p>	
<b>Decision by</b>	Matt Davey - Director of Highways, Transport and Planning
<b>Date added</b>	30 September 2021
<b>Month</b>	November 2021
<b>Consultation/ Representations</b>	<p>Director of Law and Assurance Director of Finance and Support Services</p> <p>Representations concerning this proposed decision can be made to the Director of Highways, Transport and Planning, via the officer contact, by the beginning of the month in which the decision is due to be taken.</p>
<b>Background Documents</b> (via website)	None
<b>Author</b>	Neil Vigar Tel: 033 022 26698
<b>Contact</b>	Judith Shore Tel: 033 022 26052

### Director of Environment and Public Protection

<b>Award of Demand Side Response Management contract at the Halewick Lane Battery Storage site and Westhampnett Solar and Battery Farm</b>	
<p>The appointed Demand Side Response (DSR) Management operator acts on behalf of the County Council to manage and create revenue from the County Council's battery assets by engaging in the DSR markets with the National Grid, selling energy to create revenue and support grid stability.</p> <p>The current contract expires on 31 March 2022 and a procurement process for a new supplier will be undertaken through the Crown Commercial Services RM3824 – Heat Networks and Electricity Generation Assets (HELGA) framework.</p>	

Upon the conclusion of the procurement process, the Director for Environment and Public Protection will be asked to award a Demand Side Response management contract at the Halewick Lane Battery Storage site and Westhampnett Solar and Battery Farm.	
<b>Decision by</b>	Steve Read - Director of Environment and Public Protection
<b>Date added</b>	23 September 2021
<b>Month</b>	December 2021
<b>Consultation/ Representations</b>	Director of Law and Assurance Director of Finance and Support Services  Representations concerning this proposed decision can be made to the Director of Environment and Public Protection, via the officer contact, by the beginning of the month in which the decision is due to be taken.
<b>Background Documents</b> (via website)	None
<b>Author</b>	David Robinson Tel: 033 022 26995
<b>Contact</b>	Judith Shore Tel: 033 022 26052

## Finance and Property

### Cabinet Member for Finance and Property

<b>Property Holdings (Rolling Entry)</b>	
The County Council's West Sussex Plan sets out its ambition to minimise the burden of local taxation, delivering the best outcomes for residents with the money it spends, whilst living within its means. In 2018 the County Council agreed to adopt an <a href="#">Asset Management Policy and Strategy</a> . An objective of the strategy is to acquire, manage, maintain and dispose of property effectively, efficiently and sustainably, together with optimising financial and commercial opportunities.	
<b>Decision by</b>	Cllr Hunt - Cabinet Member for Finance and Property
<b>Date added</b>	7 September 2021
<b>Month</b>	Between April 2021 and March 2022
<b>Consultation/ Representations</b>	Local members.  Representation can be made via the officer contact.
<b>Background Documents</b> (via website)	None
<b>Author</b>	Elaine Sanders Tel: 033 022 25605
<b>Contact</b>	Suzannah Hill Tel. 033 022 22551

**Cabinet, Leader, Cabinet Member for Finance and Property**

<b>Performance and Resources Report (Rolling Entry)</b>	
<p>The Performance and Resources Report (PRR) details the Council's performance in relation to revenue and capital spending, savings, workforce projections, performance and risk by portfolio against the Cabinet's key priorities. The Leader and Cabinet Member for Finance and Property will be recommended to approve the PRR and any items of financial and performance management within the PRR.</p>	
<b>Decision by</b>	Cllr Hunt - Cabinet, Leader, Cabinet Member for Finance and Property
<b>Date added</b>	15 September 2021
<b>Month</b>	Between April 2021 and March 2022
<b>Consultation/ Representations</b>	Representation can be made via the officer contact
<b>Background Documents</b> (via website)	None
<b>Author</b>	Fiona Morris Tel: 033 022 23811
<b>Contact</b>	Natalie Jones-Punch 033 022 25098

**Cabinet**

<b>Emergency Central Government Funding (Rolling Entry)</b>	
<p>Due to the ongoing public health emergency the County Council has received a number of support packages from Central Government. As funds are received the Council needs to determine arrangements to distribute, allocate or make other preparations for the appropriate use of funds received.</p> <p>The relevant decision maker will be determined by the intended use of the allocated funds. The Council may be required to comply with a number of conditions set out in the terms of the grant which may mean decisions need to be taken quickly due to the need to provide timely financial support related to the Covid-19 pandemic. Members will be consulted or advised of planned decisions with as much notice as can be provided.</p>	
<b>Decision by</b>	- Cabinet
<b>Date added</b>	15 February 2021
<b>Month</b>	Between February 2021 and March 2022
<b>Consultation/ Representations</b>	Representations can be made to the officer contact
<b>Background Documents</b> (via website)	

<b>Author</b>	Tony Kershaw Tel: 033 022 22662
<b>Contact</b>	Erica Keegan Tel: 033 022 26050

**Director of Property and Assets**

<b>Procurement and Award of Contract Heating Plant Replacement at Parkside, Horsham</b>	
Parkside is a commercial administrative office West Sussex County Council in Horsham functioning 24 hours a day seven days a week. A procurement process is being undertaken for a fully designed heating and hot water scheme to replace the current system which is failing and now obsolete. It is anticipated that an award of contract will be proposed to the Director Property and Assets in October 2021 and a decision report will be published at that time.	
<b>Decision by</b>	Andrew Edwards - Director of Property and Assets
<b>Date added</b>	2 June 2021
<b>Month</b>	November 2021
<b>Consultation/ Representations</b>	The project will be issued on the In-Tend procurement system, early engagement and qualifying questions with potential Contractors will commence shortly, with a shortlist being drawn up ready for the full tender to be issued.  Representation can be made via the officer contact in the month prior to that in which the decision is due to be taken.
<b>Background Documents</b> (via website)	None
<b>Author</b>	Jeremy Rigby Tel: 033 022 26460
<b>Contact</b>	Suzannah Hill Tel. 022 033 22551

**Director of Property and Assets**

<b>Award of Framework Agreements for Construction Framework</b>	
<p>The County Council carries out repair, maintenance and refurbishment work throughout the corporate estate. Following Cabinet Member decision <a href="#">ECR06 20 21</a> a construction framework arrangement is being procured which will enable the County Council to place work orders with a variety of qualified contractors to deliver works that fall outside of the current maintenance contract. The works can include repairs and refurbishment as well as new build requirements where needed.</p> <p>Authority was delegated to the Director of Property and Assets by the Cabinet Member decision, to award the Framework Agreements and any call-off contracts as a result of mini-competitions run under the Frameworks. The Director of Property and Assets will be asked to approve the award of Framework Agreements for the proposed Construction Framework.</p>	

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<b>Decision by</b>	Andrew Edwards - Director of Property and Assets
<b>Date added</b>	19 August 2021
<b>Month</b>	December 2021
<b>Consultation/ Representations</b>	Cabinet Member for Finance and Property Representation can be made via the officer contact.
<b>Background Documents</b> (via website)	none
<b>Author</b>	Jeremy Rigby Tel: 033 022 26460
<b>Contact</b>	Suzannah Hill Tel. 033 022 22551

## Highways and Transport

### Director of Highways, Transport and Planning

<b>Establishment of a Dynamic Purchasing System for passenger transport services</b>	
<p>West Sussex County Council plans and procures passenger transport services for service users to and from various establishments within and outside of West Sussex, including schools, colleges and day centres.</p> <p>The scope of services include but are not limited to –</p> <ul style="list-style-type: none"> <li>• Mainstream school transport</li> <li>• Special Education Needs or Disability (SEND) transport</li> <li>• Children and Adult Services transport</li> <li>• Secure vehicles and medical transfer</li> </ul> <p>A procurement exercise will be undertaken for a Dynamic Purchasing System to operate for an initial period of 5 years.</p> <p>Upon the conclusion of the procurement exercise, the Director for Highways, Transport and Planning will be asked to establish a Dynamic Purchasing System and award individual contracts to local transport companies to undertake transport services on behalf of the County Council and its service users.</p>	
<b>Decision by</b>	Matt Davey - Director of Highways, Transport and Planning
<b>Date added</b>	5 October 2021
<b>Month</b>	November 2021
<b>Consultation/ Representations</b>	Director of Law and Assurance Director of Finance and Support Services  Representations concerning this proposed decision can be made to the Director of Highways, Transport and Planning, via the officer contact, by the beginning of the month in which the

	decision is due to be taken.
<b>Background Documents</b> (via website)	None
<b>Author</b>	Andy Ekinsmyth Tel: 033 022 26687
<b>Contact</b>	Judith Shore Tel: 033 022 26052

### Cabinet Member for Highways and Transport

<b>A29 Realignment Phase 1 - Compulsory Purchase Order</b>	
<p>Delivery of Phase 1 of the <a href="#">A29 realignment</a> scheme is dependent on land purchase and land being dedicated for highways use. Discussions with the developers of the scheme and Land Agent representatives are ongoing but there is always a possibility that agreement might not be reached, or only reached outside of the programme required by the County Council to meet its obligations under Local Enterprise Partnership funding and planning permission.</p> <p>As a precaution, the County Council is undertaking preparation for initiating the Compulsory Purchase Order (CPO) process which would require the determination of land and rights to be acquired, land valuations, and negotiations direct with landowners. If objections are received to the CPO a Public Inquiry may be required.</p> <p>It is necessary, therefore, to potentially allow the CPO process to begin, whilst WSCC continues to support and encourage a negotiated settlement route with the developers and landowners.</p> <p>The Cabinet Member for Highways and Transport will be asked to authorise the Director of Law and Assurance to proceed with the Compulsory Purchase Order process and any associated arrangements for the A29 Realignment Phase 1.</p>	
<b>Decision by</b>	Cllr J Dennis - Cabinet Member for Highways and Transport
<b>Date added</b>	11 October 2021
<b>Month</b>	November 2021
<b>Consultation/ Representations</b>	<p>Director of Law and Assurance Director of Finance and Support Services</p> <p>Representations concerning this proposed decision can be made to the Cabinet Member for Highways and Transport, via the officer contact, by the beginning of the month in which the decision is due to be taken.</p>
<b>Background Documents</b> (via website)	None
<b>Author</b>	Stephen Reed Tel: 033 022 27328
<b>Contact</b>	Judith Shore Tel: 033 022 26052

### Cabinet Member for Highways and Transport

**On-Street Parking Management in West Sussex**

The strategic management of on-street parking remains important for the County Council as the level of development and number of vehicles in West Sussex continues to increase.

A revised policy framework and parking management programme to replace the County Council’s Road Space Audit Programme and associated decision-making process is being developed.

A framework will include rules for the consideration, implementation, review and removal of Controlled Parking Zones (CPZ); the governance process relating to individual proposals; and incorporate an initial three-year programme for CPZ development.

The Cabinet Member for Highways and Transport will be asked to consider a revised policy for the management of on-street parking in West Sussex and consider a three-year parking management programme to implement on-street parking controls in various locations across the county.

If approved, appropriate authority will be delegated to the Director of Highways, Transport and Planning to make amendments to the parking management programme, in consultation with the Cabinet Member for Highways and Transport, and to authorise statutory advertisements and scheme implementation.

<b>Decision by</b>	Cllr J Dennis - Cabinet Member for Highways and Transport
<b>Date added</b>	19 August 2021
<b>Month</b>	December 2021
<b>Consultation/ Representations</b>	Communities, Highways and Environment Scrutiny Committee – 30 September 2021 District and Borough Councils in West Sussex  Representations concerning this proposed decision can be made to the Cabinet Member for Highways and Transport, via the officer contact, by the beginning of the month in which the decision is due to be taken.
<b>Background Documents</b> (via website)	None
<b>Author</b>	Miles Davy Tel: 033 022 26688
<b>Contact</b>	Judith Shore Tel: 033 022 26052

**Director of Highways, Transport and Planning**

**Adur and Worthing Councils Agency Agreement for Parking**

The current Agency Agreement with Adur and Worthing Councils for the provision of parking services: *Civil Parking Enforcement (CPE) services and operational management of the Worthing Controlled Parking Zone (CPZ)* is due to expire on 31 March 2022. Approval is sought to continue with the existing arrangements by way of putting in place a new agreement, set to commence from 1 April 2022, for a period of five years.



As part of the process of agreeing a new contract, the opportunity has been taken to make some minor improvements and variations so that it best reflects current working practices, not only in Adur and Worthing but across the County.

The Director of Highways, Transport and Planning will be asked to agree a new Agency Agreement with Adur and Worthing Councils for a five-year period until 31 March 2027 for the procurement, management and operation of Civil Parking Enforcement in Adur and Worthing and operational management of the Worthing Controlled Parking Zone, under the provisions of the Local Government Act 1972 and the Local Authorities (Arrangements for the Discharge of Functions) (England) Regulations 2000/2851.

<b>Decision by</b>	Matt Davey - Director of Highways, Transport and Planning
<b>Date added</b>	11 October 2021
<b>Month</b>	December 2021
<b>Consultation/ Representations</b>	Director of Law and Assurance Director of Finance and Support Services Adur and Worthing Councils Parking Services and Legal Teams  Representations concerning this proposed decision can be made to the Director of Highways, Transport and Planning, via the officer contact, by the beginning of the month in which the decision is due to be taken.
<b>Background Documents</b> (via website)	None
<b>Author</b>	Miles Davy Tel: 033 022 26688
<b>Contact</b>	Judith Shore Tel: 033 022 26052

### Director of Highways, Transport and Planning

#### Award of Contract for Highways Client Support Services

The supply of professional design services and client support is critical to ensuring the County Council can meet its statutory duty to maintain the highways and to ensure that, in constructing new roads, the authority takes such measures as appropriate to reduce the possibilities of accidents. The contracts awarded for these services in 2016 are due to end in 2022 and new contracts are required.

A competitive procurement process will be undertaken and, when concluded, the Director of Highways, Transport and Planning will be asked to award the contract for Highways Client Support Services in accordance with the County Council's Standing Orders on Procurement and Contracts.

<b>Decision by</b>	Matt Davey - Director of Highways, Transport and Planning
<b>Date added</b>	15 September 2021
<b>Month</b>	December 2021
<b>Consultation/ Representations</b>	Executive Director for Place Services Director of Finance and Support Services Director of Law and Assurance

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	Representations concerning this proposed decision can be made to the Director of Highways, Transport and Planning, via the officer contact, by the beginning of the month in which the decision is due to be taken.
<b>Background Documents</b> (via website)	None
<b>Author</b>	Gary Rustell Tel: 033 022 26397
<b>Contact</b>	Judith Shore Tel: 033 022 26052

### Director of Highways, Transport and Planning

<b>Award of Highway Improvement Contracts - phase 1 (Lots 4, 5 &amp; 6)</b>	
<p>West Sussex County Council is a designated Highways Authority under the Highways Act 1980 and has a duty to maintain highways maintainable at public expense.</p> <p>In <a href="#">January 2019</a>, the Cabinet Member for Highways and Infrastructure approved the commencement of a procurement process for a new Highways Maintenance Term Contract or set of contracts and delegated authority to the Director of Highways and Transport to finalise the terms of and award the Highway Maintenance Term Contract, or set of contracts at the conclusion of the procurement process.</p> <p>In November 2019, the Director of Highways, Transport and Planning <a href="#">appointed contractors</a> to a four-year Framework Agreement to commence 1 April 2020 for capital works for highways.</p> <p>Lots 4, 5 and 6 (carriageways, footways and infrastructure works) are procured annually and a formal procurement process will be undertaken in the autumn for the delivery of highway works in 2022-23.</p> <p>At the conclusion of the procurement process, the Director of Highways, Transport and Planning will be asked to award the highway improvement contracts - phase 1.</p>	
<b>Decision by</b>	Matt Davey - Director of Highways, Transport and Planning
<b>Date added</b>	15 September 2021
<b>Month</b>	December 2021
<b>Consultation/ Representations</b>	<p>Director of Law and Assurance Director of Finance and Support Services</p> <p>Representations concerning this proposed decision can be made to the Director of Highways, Transport and Planning, via the officer contact, by the beginning of the month in which the decision is due to be taken.</p>
<b>Background Documents</b> (via website)	None
<b>Author</b>	Gary Rustell Tel: 033 022 26397

<b>Contact</b>	Judith Shore Tel: 033 022 26052
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### Director of Highways, Transport and Planning

<b>A284 Lyminster bypass (north) - Construction Contract Award</b>	
<p>The A284 Lyminster Bypass is an important north-south link between the A27 at Crossbush and Littlehampton and the County Council is delivering the northern section. Jackson's Civil Engineering was awarded the design and build contract and the scheme was granted planning permission on 26 March 2019.</p> <p>The Compulsory Purchase Order was confirmed by the Secretary of State on 16 September 2021 following a Public Inquiry.</p> <p>The Department for Transport has previously approved the Outline Business Case and will be asked to contribute additional funding on review and approval of the Full Business Case, to be submitted in December 2021.</p> <p>As the final stage of the scheme, the Director of Highways, Transport and Planning will be asked to award the construction contract for the A284 Lyminster bypass (north).</p>	
<b>Decision by</b>	Matt Davey - Director of Highways, Transport and Planning
<b>Date added</b>	21 October 2021
<b>Month</b>	December 2021
<b>Consultation/ Representations</b>	<p>Director of Law and Assurance Director of Finance and Support Services</p> <p>Representations concerning this proposed decision can be made to the Director of Highways, Transport and Planning, via the officer contact, by the beginning of the month in which the decision is due to be taken.</p>
<b>Background Documents</b> (via website)	None
<b>Author</b>	Mark Martin Tel: 033 022 25922
<b>Contact</b>	Judith Shore Tel: 033 022 26052

### Cabinet Member for Highways and Transport

<b>Highways and Transport Delivery Programmes 2022/2023</b>
<p>The Highway and Transport Delivery Programmes identify capital highways infrastructure maintenance and transport improvement schemes for delivery during 2022/23 and beyond. Capital funding for the Delivery Programmes is predominantly received from the Government for roads maintenance (the Local Highway Maintenance Block), and transport improvements (the Integrated Transport Block) supported by additional funding from developer agreements and contributions.</p> <p>The indicative forward programmes for Highway Infrastructure Maintenance, Local Transport Improvements (LTIP) and Community Highway Schemes (CHS), have informed the 2022/23 Highways and Transport Delivery Programmes. These provide</p>

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transparency of the maintenance and improvement investment needs and the funding priorities prepared and selected for review and approval in this decision.

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

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

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

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

### Director of Highways, Transport and Planning

#### **Award of Highway Improvement Contracts - phase 2 (Lots 4, 5 & 6)**

West Sussex County Council is a designated Highways Authority under the Highways Act 1980 and has a duty to maintain highways maintainable at public expense.

In [January 2019](#), the Cabinet Member for Highways and Infrastructure approved the commencement of a procurement process for a new Highways Maintenance Term Contract or set of contracts and delegated authority to the Director of Highways and Transport to finalise the terms of and award the Highway Maintenance Term Contract, or set of contracts at the conclusion of the procurement process.

In November 2019, the Director of Highways, Transport and Planning [appointed contractors](#) to a four-year Framework Agreement to commence 1 April 2020 for capital works for highways.

Lots 4, 5 and 6 (carriageways, footways and infrastructure works) are procured annually and a formal procurement process will be undertaken in the autumn for the delivery of

highway works in 2022-23.

At the conclusion of the procurement process, the Director of Highways, Transport and Planning will be asked to award the highway improvement contracts - phase 2.

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

### Director of Highways, Transport and Planning

#### Award of Contract for Highways Core Professional Services

The supply of professional design services and client support is critical to ensuring the County Council can meet its statutory duty to maintain the highways and to ensure that, in constructing new roads, the authority takes such measures as appropriate to reduce the possibilities of accidents. The contracts awarded for these services in 2016 are due to end in 2022 and new contracts are required.

A competitive procurement process will be undertaken and, when concluded, the Director of Highways, Transport and Planning will be asked to award the contract for Highways Core Professional Services in accordance with the County Council's Standing Orders on Procurement and Contracts.

<b>Decision by</b>	Matt Davey - Director of Highways, Transport and Planning
<b>Date added</b>	5 October 2021
<b>Month</b>	January 2022
<b>Consultation/ Representations</b>	Executive Director for Place Services Director of Finance and Support Services Director of Law and Assurance  Representations concerning this proposed decision can be made to the Director of Highways, Transport and Planning, via the officer contact, by the beginning of the month in which the decision is due to be taken.
<b>Background</b>	None

<b>Documents</b> (via website)	
<b>Author</b>	Gary Rustell Tel: 033 022 26397
<b>Contact</b>	Judith Shore Tel: 033 022 26052

## Public Health and Wellbeing

### Cabinet Member for Public Health and Wellbeing

<b>Contract arrangements for Community Advice &amp; Support</b>	
<p>The Cabinet Member for Public Health and Wellbeing is asked to agree to the commencement of a procurement process starting in November 2021 to secure a contract relating to the provision of Community Advice &amp; Support services in West Sussex from April 2022.</p> <p>The County Council will procure a new service in partnership with, and at the request of, District &amp; Borough partner-funders. Funding will be provided by all partners as per the contract specification with invoicing arrangements made with each individual local office.</p> <p>The proposal is for the contract to run for a period of up to seven years (3+3+1 years). The total value of these contracts is approximately £1.1 million per annum.</p> <p>The Cabinet Member for Public Health and Wellbeing is asked to agree to the commencement of a procurement process starting in November 2021 to secure a contract relating to the provision of Community Advice &amp; Support services from April 2022 for a period of 3+3+1 years and to delegate the awarding of the contract and decisions about future extension of these contracts to the Executive Director Adults and Health.</p>	
<b>Decision by</b>	Cllr Lanzer - Cabinet Member for Public Health and Wellbeing
<b>Date added</b>	19 August 2021
<b>Month</b>	November 2021
<b>Consultation/ Representations</b>	<p>Consultation with District and Borough Councils.</p> <p>Representations concerning this proposed decision can be made to the Cabinet Member for Public Health and Wellbeing, via the officer contact, by the beginning of the month in which the decision is due to be taken.</p>
<b>Background Documents</b> (via website)	None
<b>Author</b>	Seth Gottesman Tel: 033 022 28706
<b>Contact</b>	Erica Keegan Tel: 033 022 26050

## Support Services and Economic Development

### Director of Finance and Support Services

<b>Award of Contract(s) Information Technology Services</b>	
<p>In December 2020 the Cabinet Member for Economy &amp; Corporate Resources approved a proposal via decision ECR04_20-21, to insource and recommission, through new contracts, the services currently provided by Capita through the Information Technology outsource contract.</p> <p>The Cabinet Member delegated authority to the Director of Finance and Support Services to progress the programme and commence procurement of the Service Desk and End User Compute Services, Networks Management, Hybrid Data Centre and Cloud Hosting. In accordance with the decision procurement exercises are being undertaken.</p> <p>The Director of Finance and Support Services will be asked to award the contract(s) to the successful bidder(s) from June 2021 with initial service transitions to commence in July 2021 and further decisions on the remaining services to follow.</p>	
<b>Decision by</b>	Katharine Eberhart - Director of Finance and Support Services
<b>Date added</b>	14 April 2021
<b>Month</b>	November 2021
<b>Consultation/ Representations</b>	External Consultants SOCITM; Director Law and Assurance  Representation can be made via the officer contact in the month prior to that in which the decision is to be taken.
<b>Background Documents</b> (via website)	None
<b>Author</b>	Stewart Laird Tel: 033022 25310
<b>Contact</b>	Suzannah Hill Tel: 0330 222 2551

### Director of Finance and Support Services

<b>Award of Contract: Design and Implementation Support Service</b>	
<p>In March 2021, the then Cabinet Member for Economy &amp; Corporate Resources approved a proposal via decision ECR07 20-21 to procure specialist resource to support the implementation of a Business Management Solution. As part of the decision, the Cabinet Member delegated authority to the Director of Finance and Support Services to progress the procurement. The proposed arrangement will be a capability and capacity contract, giving the Council flexibility to buy-in specialist resource to deliver specific outcomes in the programme when needed. The procurement process is now underway, and the Director of Finance and Support Services will be asked to award the contract to the successful bidder during September 2021 with services to start shortly after.</p>	

<b>Decision by</b>	- Director of Finance and Support Services
<b>Date added</b>	30 July 2021
<b>Month</b>	November 2021
<b>Consultation/ Representations</b>	Representation can be made via the officer contact. Consultees: Cabinet Member for Support Services and Economic Development
<b>Background Documents</b> (via website)	none
<b>Author</b>	Alistair Rush Tel: 033022 22002
<b>Contact</b>	Suzannah Hill 033 022 22551

**Executive Director Place Services**

<p><b>Worthing Public Realm Improvements, Railway Approach: Endorsement Detailed Design Stage and Funding Arrangements</b></p>
<p>The Adur and Worthing Growth Programme (2017) identified a Worthing Public Realm Improvements programme in Worthing town centre to support the revival of the local economy by improving the quality and accessibility of public areas connecting Worthing station, the town centre and the seafront.</p> <p>Leader key decision (<a href="#">LDR01 18/19</a>) confirmed WSCC commitment of £5m of growth funding to deliver the initial phases of a £12m programme of up to eight public realm schemes between the station and the seafront. Worthing Borough Council identified developer contributions, including the Community Infrastructure Levy to fund the later phases of the public realm improvement programme. Approval was delegated to the Executive Director of Place Services, in consultation with key partners and Cabinet Member(s) to progress the delivery of the project. A key decision report in May 2020 ( <a href="#">OKD10 20/21</a> ) confirmed design options were being explored for Railway Approach, along with delivery of Portland Road, identified as priority projects within the programme.</p> <p>The Executive Director Place Services will now be asked to confirm progression to the detailed design stage of the Railway Approach project and to endorse funding arrangements.</p> <p>A further key decision will be published, in due course to allow contractor procurement to begin and delegate authority to the Director of Highways, Transport and Planning to appoint a construction contractor to start work on site in 2022 for completion in 2023.</p>



<b>Decision by</b>	Lee Harris - Executive Director Place Services
<b>Date added</b>	27 October 2021
<b>Month</b>	November 2021
<b>Consultation/ Representations</b>	Local Members Representation can be made via the officer contact.
<b>Background Documents</b> (via website)	None
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<b>Contact</b>	Suzannah Hill Tel. 033 022 22551

### Director of Finance and Support Services

<b>Endorsement of Procurement and Award of Contract: Microsoft Licences</b>	
<p>West Sussex County Council entered into an Enterprise Licensing Agreement with Microsoft via a reseller in April 2019 for three years. This agreement provides access to a variety of Microsoft applications, tools and modules which are essential to supporting the Council's business operations. A new Enterprise Licensing Agreement will be required from 01 April 2022 for the next three years. The estimated total contract value is £4m.</p> <p>The Director of Finance and Support Services will be asked to agree to enter into a new Microsoft licensing agreement for three years to meet the Council's business and infrastructure licensing requirements.</p>	
<b>Decision by</b>	Katharine Eberhart - Director of Finance and Support Services
<b>Date added</b>	1 November 2021
<b>Month</b>	December 2021
<b>Consultation/ Representations</b>	Cabinet Member for Support Services and Economy Representation can be made via the officer contact.
<b>Background Documents</b> (via website)	None
<b>Author</b>	Stewart Laird Tel: 033022 25310
<b>Contact</b>	Suzannah Hill Tel. 033 022 22551

### Director of Finance and Support Services

<b>Endorsement of Procurement and Award of Contract: IT Hardware</b>	
<p>West Sussex County Council has purchased IT hardware (laptops, servers, processors etc) through the Capita Information Technology Outsource contract which expired on 30</p>	

## Agenda Item 9

<p>September 2021.</p> <p>The Director of Finance and Support Services will be asked to endorse a procurement process and agree an award of contract for a provider of IT hardware for the next two years.</p>	
<b>Decision by</b>	Katharine Eberhart - Director of Finance and Support Services
<b>Date added</b>	1 November 2021
<b>Month</b>	December 2021
<b>Consultation/ Representations</b>	Cabinet Member for Support Services and Economy Representation can be made via the officer contact.
<b>Background Documents</b> (via website)	None
<b>Author</b>	Stewart Laird Tel: 033022 25310
<b>Contact</b>	Suzannah Hill Tel: 033 022 22551

### Executive Director Place Services

<p><b>Endorsement of Procurement and Award of Contract, Manor Royal Highways Improvement Phase 2</b></p>	
<p>Manor Royal Highways Improvement package is a key project within the approved Crawley Growth Programme that will provide sustainable transport infrastructure and highway upgrades to boost overall transport capacity and enable significant modal shift from car usage to bus, rail, cycling and walking alternatives. It will also deliver public realm transformation to upgrade the quality of the living environment and business environment and so attract higher quality new jobs and homes.</p> <p>The project is to be delivered over two phases as set out in decision report <a href="#">OKD74 20-21</a>. Phase 2 includes highway alignment alteration for the Manor Royal bus lane, Metcalf Way traffic calming and Gatwick Road/ Manor Royal junction improvements</p> <p>The Executive Director Place Services will be asked to endorse the procurement process and agree an award of contract for delivery of the Manor Royal Highways Project Phase 2.</p>	
<b>Decision by</b>	Lee Harris - Executive Director Place Services
<b>Date added</b>	1 November 2021
<b>Month</b>	December 2021
<b>Consultation/ Representations</b>	Local member. Cabinet Member for Support Services and Economy. Representation can be made via the officer contact.

<b>Background Documents</b> (via website)	None
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