

Tony Kershaw
Director of Law and Assurance

If calling please ask for:

Lisa Etchell on 033 022 23597
Email: lisa.etchell@westsussex.gov.uk

www.westsussex.gov.uk

County Hall
Chichester
West Sussex
PO19 1RQ
Switchboard
Tel no (01243) 777100



6 November 2018

Environment, Communities and Fire Select Committee

A meeting of the committee will be held at **10.30 am** on **Wednesday, 14 November 2018** at **County Hall, Chichester**.

Tony Kershaw
Director of Law and Assurance

Agenda

Part 1

- 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.
 2. **Part 1 Minutes of 21 September Meeting** (Pages 5 - 12)

The Committee is asked to agree the minutes of the meeting held on 21 September – attached (cream paper).
 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.
 4. **Part II Matters**

Members are asked at this stage if they wish the meeting to consider bringing into Part I any items on the Part II agenda.
 5. **Responses to Recommendations** (Pages 13 - 20)

The Committee is asked to note the Cabinet Member's Responses to the Committee's Recommendations:

a) Fire Authority's Integrated Risk Management Action Plan 2018-22

The Committee is asked to note the Cabinet Member's response to the Committee's Recommendations on the Fire Authority's Integrated Risk Management Plan 2018-22 – attached.

b) Strategic Planning

The Committee is asked to note the Cabinet Member's response to the Committee's Recommendations on Strategic Planning - attached.

c) Highways Maintenance Contract Update

The Committee is asked to note the Cabinet Member's response to the Committee's Recommendations on the Highways Maintenance Contract Update – attached.

10.45 am 6. **Littlehampton to Bognor Regis Cycle Path (NCN2) - Lessons Learnt** (Pages 21 - 34)

Report by Director of Highways and Transport and Head of Highway Engineering – attached.

The Committee requested a review to be undertaken on how the National Cycle Network (NCN2) scheme was conceived, funding sought and delivered and what lessons can be learned for planning and delivery of similar schemes in future. A workshop including officers, design consultants and contractors was held to review what went well regarding the scheme, what could have been improved, and to draw key lessons to feed into future schemes.

The Committee is asked to support the findings of this review and how they will be addressed in future highway schemes.

11.30 am 7. **Procurement of a New Highways Maintenance Contract**

The Director of Highways and Transport will give a verbal update outlining the Cabinet Member's proposed way forward on a procurement process for the New Highways Maintenance Contract – No background papers.

12.15 pm 8. **Business Planning Group** (Pages 35 - 54)

a) Membership

The membership of the Committee's Business Planning Group (BPG) must comprise five members, including two from minority groups. Mr Purchase has resigned from the Business Planning Group, so the Committee is asked to appoint Mr Oppler in his place.

b)BPG Report

The report provides an update to the Committee of the Business Planning Group meeting held on 27 September 2018, setting out the key issues discussed – attached

The Committee is asked to endorse the contents of this report and the Committee's Work Programme for 2018/19, revised to reflect the Business Planning Group's discussions, and subsequent developments.

9. Requests for Call-in

There have been no requests for call-in to the Select 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.

10. Forward Plan of Key Decisions (Pages 55 - 68)

Extract from the Forward Plan dated 1 November 2018 – attached.

An extract from any Forward Plan published between the date of despatch of the agenda and the date of the meeting will be tabled at the meeting.

The Committee is asked to consider whether it wishes to enquire into any of the forthcoming decisions within its portfolio.

11. Possible Items for Future Scrutiny

Members to mention any items which they believe to be of relevance to the business of the Select Committee, and suitable for scrutiny, e.g. raised with them by constituents arising from central government initiatives etc.

If any member puts forward such an item, the Committee's role at this meeting is just to assess, briefly, whether to refer the matter to its Business Planning Group (BPG) to consider in detail.

12. Date of Next Meeting

The next scheduled meeting of the Committee is on **6 December 2018** at 10.30 a.m. at County Hall, Chichester.

Items likely to be on the agenda include:

- Bus Subsidies
- Gatwick Airport Ltd Masterplan - Consultation response
- On-street Parking to Support Traffic Management

12.25 pm 13. **Part II Minutes of 21 September Meeting** (Pages 69 - 72)

The Committee is asked to agree the Part II minutes of the meeting of the Committee held on 21 September 2018 – attached for members of the Committee only.

Exempt: paragraph 3, financial or business affairs of any person (including the authority).

To all members of the Environment, Communities and Fire Select Committee