

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 the [West Sussex Plan](#) priorities of:

- **Best Start in Life** (those concerning children, young people and schools)
- **A Prosperous Place** (the local economy, infrastructure, highways and transport)
- **A Safe, Strong and Sustainable Place** (Fire & Rescue, Environmental and Community services)
- **Independence in Later Life** (services for older people or work with health partners)
- **A Council that Works for the Community** (finances, assets and internal Council services)

The most important decisions will be taken by the Cabinet. In accordance with regulations in response to the current public health emergency, Cabinet meetings will be held virtually with councillors in remote attendance. Public access will be via webcasting and 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. [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:

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

Finance, assets, performance and risk management

Each month the Cabinet Member for Finance 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 Helena Cox on 033 022 22533, email helena.cox@westsussex.gov.uk.

Published: 4 September 2020

Forward Plan Summary

Summary of all forthcoming executive decisions in West Sussex Plan priority order

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	Place Services	Programme Manor Royal Scheme	2020
20	Executive Director Place Services	Award of Contract: Enabling Works Contract, Horsham Enterprise Park	October 2020
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22	Interim Executive Director Adults and Health	Extension of Shared Lives (Adults with Learning Disabilities) Contract	September 2020
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24	Director of Environment and Public Protection	Electric Vehicle Charging: Contract Award	October 2020
25	Interim Executive Director Adults and Health	New model of delivery for Community Mental Health social work for adults in West Sussex	October 2020
26	Interim Executive Director Adults and Health	Care and Support at Home Framework Extension	September 2020
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27	Cabinet Member for Adults and Health	Residential Care and Support Services Block Contracts Procurement	September 2020
28	Cabinet Member for Adults and Health	Health and Social Care Seasonal Pressures Plan	September 2020
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31	Interim Executive Director Adults and Health	Health and Social Care Seasonal Pressures - Contract Award	October 2020
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33	Cabinet Member for Finance	Property Review (Rolling Entry)	Between April 2020 and March 2021
34	Director of Property and Assets	Award Asset Valuation Services Contract	September 2020
34	Cabinet Member for Finance	Council Building Accessibility Improvements	September 2020
35	Cabinet Member for Economy and Corporate Resources	Procurement: Construction Framework Arrangement	September 2020
36	Acting Director of Communities	Mortuary Services Award of Contract	September 2020
36	Director of Finance and Support Services	Award: Agency Workers Recruitment Contract	November 2020

Best Start in Life

Cabinet Member for Education and Skills

Change of status for The Forest School, Horsham and St Andrews CE High School for Boys, Worthing to co-educational schools - Determination of Statutory Notices

A public consultation has been undertaken on the proposal to alter The Forest School, Horsham and St Andrews CE High School for Boy, Worthing from single sex boys' schools to co-educational schools from September 2021 entry. The proposed changes would mean the schools will no longer admit only boys as pupils from September 2021 and each year of entry thereafter would be co-educational.

Following assessment of the outcome of the consultation the Cabinet Member for Education and Skills approved the proposals ([Decision reference ES05\(20/21\)](#))

In accordance with the Department for Education's prescribed procedure, the County Council will publish notices confirming the intention to change the character of The Forest School, Horsham and St Andrews C of E High School for Boys, Worthing from single sex boys' schools to co-educational schools from September 2021 entry.

Following consideration of any representations received in relation to these proposals during the 4 week publication period the Cabinet Member for Education and Skills would be asked to determine the statutory notices.

Decision by	Cllr N Jupp - Cabinet Member for Education and Skills
West Sussex Plan priority	Best Start in Life
Date added	8 July 2020
Month	September 2020
Consultation/ Representations	<p>Schools Governing Bodies Diocese of Chichester Education Parents and Carers</p> <p>Representations concerning this proposed decision can be made to the Cabinet Member for Education and Skills via the officer contact, by the beginning of the month in which the decision is due to be taken.</p>
Background Documents (via website)	Decision Report ES05 (20/21)
Author	Graham Olway Tel: 033 022 23029
Contact	Wendy Saunders Tel: 033 022 22553

Cabinet Member for Education and Skills

Allocation of Section 106 Funding towards Education Infrastructure Capital Projects and Design Fees

Developer contributions towards education provision are secured by means of conditions attached to planning permissions under Section 106 of The Town and Country Planning Act 1990 or the Community Infrastructure Levy (CIL). Contributions are sought by the Education and Skills School Organisation and Development Team and collected either direct by the County Council or, in some cases, by the District or Borough Council on the County Council's behalf.

The contributions are required to mitigate the impacts of development and/or make the development acceptable in planning terms. When secured, the funding usually has a 10 year 'life' in which funds should be spent, in accordance with the criteria in the Section 106 agreement.

Following a detailed review of Section 106 funds received for Education the Cabinet Member for Education and Skills will be asked to approve the allocation of Section 106 funds to deliver a number of Education capital projects across the County.

Decision by	Cllr N Jupp - Cabinet Member for Education and Skills
West Sussex Plan priority	Best Start in Life
Date added	22 June 2020
Month	September 2020
Consultation/ Representations	Schools Representations concerning this proposed decision can be made to the Cabinet Member for Education and Skills via the author or officer contact, by the beginning of the month in which the decision is due to be taken.
Background Documents (via website)	None
Author	Leigh Hunnikin Tel: 033 022 23051
Contact	Wendy Saunders Tel: 033 022 22553

Cabinet Member for Education and Skills

Parklands Primary School, Chichester - Funding for remedial works programme

Following the completion in 2018 of the expansion at Parklands Primary School in Chichester to create a 2 form entry (2FE) school a range of defects have been identified within the new school building which require addressing.

The Cabinet Member for Education and Skills will be asked to approve the allocation of capital funding from the Basic Need Capital Programme for the remedial works required at Parklands Primary School.

Decision by	Cllr N Jupp - Cabinet Member for Education and Skills
West Sussex Plan	Best Start in Life

priority	
Date added	11 June 2020
Month	September 2020
Consultation/ Representations	Legal Services Representations concerning this proposed decision can be made to the Cabinet Member for Education and Skills via the officer contact, by the beginning of the month in which the decision is due to be taken
Background Documents (via website)	None
Author	Philippa Hind Tel: 033 022 23041
Contact	Wendy Saunders Tel: 033 022 22553

Cabinet Member for Education and Skills

Phase 2 Special Support Centre Programme - Allocation of Design Fees	
<p>There is a need to reduce the number of children and young people with Special Educational Needs and Disabilities (SEND) moving from maintained schools and academies into costly out of county education provision. Increasing provision for children and young people with SEND through the creation of additional places in Specialist Support Centres that are attached to mainstream schools and academies 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 CAB03(19/20)). Since that approval feasibility studies have been undertaken for school sites identified within the Phase 2 Special Support Centre Programme.</p> <p>The Cabinet Member for Education and Skills will be asked to approve the allocation of capital funds to enable design work to progress for the prioritised projects following the completion of feasibility studies.</p>	
Decision by	Cllr N Jupp - Cabinet Member for Education and Skills
West Sussex Plan priority	Best Start in Life
Date added	1 July 2020
Month	September 2020
Consultation/ Representations	Representations concerning this proposed decision can be made to the Cabinet Member for Education and Skills via the author or officer contact, by the beginning of the month in which the decision is due to be taken.

Background Documents (via website)	None
Author	Leigh Hunnikin Tel: 033 022 23051
Contact	Wendy Saunders Tel: 033 022 22553

Director of Property and Assets

Award of contract for construction of new school hall at Thorney Island Primary School

The County Council has a statutory duty to provide sufficient school places for all children who need a place. Over recent years there has been an increase in pupil numbers at Thorney Island Primary School and an enlarged school hall is now required to provide sufficient and suitable accommodation for the additional children.

In June 2020 the Cabinet Member for Education and Skills approved the allocation of capital funding from the Basic Need Capital Programme to enable the project to proceed and delegated authority to the Director of Property and Assets to award the contract for the works (Decision reference [ES01 \(20/21\)](#)).

Following receipt of this approval from the Cabinet Member, the Director of Property and Assets will be asked to award the construction contract to deliver the enlarged school hall.

Decision by	Andrew Edwards - Director of Property and Assets
West Sussex Plan priority	Best Start in Life
Date added	27 April 2020
Month	September 2020
Consultation/ Representations	School 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.
Background Documents (via website)	Cabinet Member Decision Report ES01 (20/21)
Author	Liam Hayward Tel: 033 022 22002
Contact	Wendy Saunders Tel: 033 022 22553

Cabinet Member for Education and Skills

Allocation of Section 106 Funding to Provide Additional Furniture, Fittings and Equipment in Schools

Developer contributions towards education provision are secured by means of conditions

attached to planning permissions under Section 106 of The Town and Country Planning Act 1990 or the Community Infrastructure Levy (CIL). Contributions are sought by the Education and Skills School Organisation and Development Team and collected either direct by the County Council or, in some cases, by the District or Borough Council on the County Council's behalf.

The contributions are required to mitigate the impacts of development and/or make the development acceptable in planning terms. When secured, the funding usually has a 10 year 'life' in which funds should be spent, in accordance with the criteria in the Section 106 agreement.

Following a detailed review of Section 106 funds received for Education the Cabinet Member for Education and Skills will be asked to approve the block allocation of Section 106 funds to deliver furniture, fittings and equipment at a number of Schools across the County.

Decision by	Cllr N Jupp - Cabinet Member for Education and Skills
West Sussex Plan priority	Best Start in Life
Date added	22 June 2020
Month	September 2020
Consultation/ Representations	Schools Representations concerning this proposed decision can be made to the Cabinet Member for Education and Skills via the author or officer contact, by the beginning of the month in which the decision is due to be taken
Background Documents (via website)	None
Author	Leigh Hunnikin Tel: 033 022 23051
Contact	Wendy Saunders Tel: 033 022 22553

Cabinet Member for Children and Young People

Children Looked After and Care Leavers' Strategy 2020-2024

The current Children Looked After and Care Leaver's Strategy (2018-21) is being updated following the Ofsted inspection of 2019 and the appointment of a Commissioner to work with West Sussex County Council

The update is necessary to ensure a strategic approach and evidence our commitment to ensuring that children who are looked after by the authority are happy, healthy, and safe and have the opportunity to achieve their full potential.

The proposed new strategy is the product of consultation with the Children in Care Council, Corporate Parenting Panel and partners. It will have an annually updated action plan to enable the service to measure delivery against the objectives outlined in the strategy and ensure resources are targeted so as to improve the quality of life for children and young people in the care of the local authority.

The Cabinet Member for Children and Young People is asked to support the adoption of the Children Looked After and Care Leavers' Strategy 2020-24.	
Decision by	Cllr Russell - Cabinet Member for Children and Young People
West Sussex Plan priority	Best Start in Life
Date added	2 March 2020
Month	September 2020
Consultation/ Representations	Corporate Parenting Panel - 12 March 2020, 25 June 2020 Children in Care Council Health Education Local Safeguarding Partnership Staff and Young People living in County Council Children's Homes Representations concerning this proposed decision can be made to the Cabinet Member for Children and Young People via the author or officer contact, by the beginning of the month in which the decision is due to be taken.
Background Documents (via website)	Cabinet Member Decision CYP04 (17/18)
Author	Louise Warren Tel: 033 022 24653
Contact	Wendy Saunders Tel: 033 022 22553

Cabinet Member for Education and Skills

Expansion of Palatine Primary School, Worthing
<p>The Special Educational Needs and Disability (SEND) Strategy 2019-2024 aims to provide high quality local education provision for children and young people with SEND and optimise value for money from the High Needs Block of the Dedicated Schools Grant. As part of the development of the SEND Strategy, the County Council has identified an increased demand for extra provision in Special Schools across West Sussex to meet increasing needs. There is a requirement to both increase places at certain special schools and to ensure existing school accommodation meets the needs of the pupils on roll.</p> <p>Following a review of current numbers on roll, projected needs and the existing accommodation at Palatine Primary School in Worthing the need for additional accommodation has been identified, to meet a projected increase in pupils from 153 to 178. The school caters for a wide-range of Special Educational Needs and Disability for pupils aged between 4 and 11, including children with moderate and severe learning difficulties, complex social and communication difficulties and profound and multiple learning difficulties.</p> <p>A proposed project to deliver an increase in capacity would enable the school to offer suitable accommodation and support spaces for 178 pupils.</p> <p>The feasibility work for the project to accommodate the pupils has been completed.</p>

Following detailed design and associated cost estimates the Cabinet Member for Education and Skills will be asked to approve the allocation of the funds required to enable the project to proceed.

Decision by	Cllr N Jupp - Cabinet Member for Education and Skills
West Sussex Plan priority	Best Start in Life
Date added	1 April 2020
Month	September 2020
Consultation/ Representations	School, parents and local residents Parish and Borough Councils Cabinet Member for Finance and Resources Representations concerning this proposed decision can be made to the Cabinet Member for Education and Skills via the author or officer contact, by the beginning of the month in which the decision is due to be taken
Background Documents (via website)	None
Author	Leigh Hunnikin Tel: 033 022 23051
Contact	Wendy Saunders Tel: 033 022 22553

Cabinet Member for Education and Skills

The re-designation of Post 16 provision at Oak Grove College, Worthing

Oak Grove is a special college in Worthing that offers provision for students with learning difficulties from Years 7-14.

One of the aims of the County Council's Special Educational Needs and Disabilities (SEND) and Inclusion Strategy 2019-2024 is to support the inclusion of all children and young people with SEND to participate in local mainstream schools and educational settings. Following assessment of options for post-16 provision for children with SEND it is recognised that many of the pupils with less complex needs who currently undertake their post-16 studies at Oak Grove could be successfully educated within mainstream Further Education Colleges, thereby enabling Oak Grove College to focus provision for students with more complex needs.

A public consultation on the proposal that post-16 provision at Oak Grove is redesignated to become more specialist and cater for pupils with complex needs including; Complex Autistic Spectrum Condition, Profound and Multiple Learning Difficulties and Severe Learning Difficulties will be undertaken during the autumn term.

Following assessment of the outcome of the consultation the Cabinet Member for Education and Skills will be asked to consider whether to proceed in approving the redesignation of post-16 provision at Oak Grove College to become more specialist focussing on pupils with complex needs with effect from September 2021.

Decision by	Cllr N Jupp - Cabinet Member for Education and Skills
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West Sussex Plan priority	Best Start in Life
Date added	8 July 2020
Month	October 2020
Consultation/ Representations	Schools Governing Bodies Parents and Carers Representations concerning this proposed decision can be made to the Cabinet Member for Education and Skills via the officer contact, by the beginning of the month in which the decision is due to be taken.
Background Documents (via website)	None
Author	Oliver Lane-Smith Tel: 033 022 23105
Contact	Wendy Saunders Tel: 033 022 22553

Cabinet Member for Education and Skills

Slinfold CE Primary School - Funding for Replacement of Modular Teaching Accommodation	
<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 Education 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>	
Decision by	Cllr N Jupp - Cabinet Member for Education and Skills
West Sussex Plan priority	Best Start in Life
Date added	8 July 2020
Month	October 2020
Consultation/ Representations	School Cabinet Member for Finance and Resources Representations concerning this proposed decision can be made to the Cabinet Member for Education and Skills via the officer contact, by the beginning of the month in which the decision is due to be taken.
Background	None

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

Cabinet

Scope of services for a proposed Children's Trust	
<p>In order to meet the requirements of the Direction made by the Secretary of State, Department for Education (DfE) on 17th December 2019, the County Council will take steps for a range of its Children's Services to be delivered through an alternative delivery model (referred to as a Children's Trust). The detailed proposals for the establishment and operation of the Trust and its relationship to the County Council will be described in a Memorandum of Understanding between the Council and the DfE.</p> <p>It is expected that this document will be concluded during September 2020, with a view to planning for the operation of the Trust to take effect during 2021.</p> <p>The Cabinet will take a decision on the proposed scope of services to be included in the proposed Trust and the programme of work for the establishment of the Trust and other critical aspects of the project which need to be included in the Memorandum of Understanding.</p>	
Decision by	Cllr N Jupp, Cllr Marshall, Cllr Urquhart, Cllr Elkins, Cllr Russell, Cllr A Jupp, Cllr Hunt, Cllr Lanzer, Cllr Crow - Cabinet
West Sussex Plan priority	Best Start in Life
Date added	25 February 2020
Month	October 2020
Consultation/ Representations	<p>Children and Young People's Services Scrutiny Committee</p> <p>Representations concerning this proposed decision can be made to the Cabinet Member for Children and Young People, via the officer contact, by the beginning of the month in which the decision is due to be taken</p>
Background Documents (via website)	None
Author	Vince Clark Tel: 07402 338396
Contact	Wendy Saunders Tel: 033 022 22553

Executive Director Children, Young People and Learning

Children's Trust Phase 2 Procurement
<p>In order to meet the requirements of the Direction made by the Secretary of State, Department for Education (DfE) on 17th December 2019, the County Council is taking</p>

steps for a range of its Children's Services to be delivered through an alternative delivery model (referred to as a Children's Trust) as set out in the agreed Memorandum of Understanding between the Council and the DfE (due to be agreed during September 2020).

The Executive Director Children, Young People and Learning will be asked to approve the commencement of a procurement process to appoint a contractor to manage the process of establishing the West Sussex Children's Trust and the transfer of the agreed services to that Trust (as set out in the Memorandum of Understanding).

Decision by	Lucy Butler - Executive Director Children, Young People and Learning
West Sussex Plan priority	Best Start in Life
Date added	18 March 2020
Month	October 2020
Consultation/ Representations	Representations concerning this decision should 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.
Background Documents (via website)	None
Author	Vince Clark Tel: 07402 338396
Contact	Wendy Saunders Tel: 033 022 22553

Director of Property and Assets

Award of contract for installation of Modular Teaching Block at Queen Elizabeth II Silver Jubilee Special School, Horsham

Queen Elizabeth II Silver Jubilee School (QEII School) in Horsham caters for a wide range of Special Educational Needs, for children aged between 2 and 19 with severe learning difficulties, profound and multiple learning difficulties or complex needs.

Over recent years additional pupils have been accommodated by the school but without the supporting investment in accommodation. Pupil numbers have increased from 85 in 2017 to 105 in 2019.

In July 2020 the Cabinet Member for Education and Skills approved the allocation of capital funding from the Basic Need Capital Programme to expand the school and delegated authority to the Director of Property and Assets to award the contract for the works (Decision reference [ES02 \(20/21\)](#)). The building project will provide a three class modular teaching block with associated group room, hygiene provision, storage and external works.

The Director of Property and Assets will be asked to approve the award of contract for the expansion works at QEII school.

Decision by	Andrew Edwards - Director of Property and Assets
West Sussex Plan priority	Best Start in Life
Date added	3 August 2020
Month	October 2020
Consultation/ Representations	School Parents and local residents Parish and District Councils 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.
Background Documents (via website)	Decision Report ES02 (20/21)
Author	Liam Hayward Tel: 033 022 22002
Contact	Wendy Saunders Tel: 033 022 22553

Cabinet Member for Education and Skills

Replacement All Weather Pitch at Tanbridge House School, Horsham	
<p>As part of the secondary school curriculum, Physical Education is a core subject and suitable provision is required to enable a wide range of sport to be offered and ensure children are given the Best Start in Life.</p> <p>Tanbridge House School has an All Weather Pitch facility which is in a deteriorating condition and is now at the end of its life. The pitch requires replacement to ensure continued provision for sport.</p> <p>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 replace the All Weather Pitch at Tanbridge House School, thereby ensuring ongoing sports provision to meet the needs of the secondary school curriculum.</p>	
Decision by	Cllr N Jupp - Cabinet Member for Education and Skills
West Sussex Plan priority	Best Start in Life
Date added	3 August 2020
Month	November 2020
Consultation/ Representations	School Parents and local residents Parish and District Councils Representations concerning this proposed decision can be made to the Cabinet Member for Education and Skills, via the officer

	contact, by the beginning of the month in which the decision is due to be taken
Background Documents (via website)	
Author	Leigh Hunnikin Tel: 033 022 23051
Contact	Wendy Saunders Tel: 033 022 22553

Cabinet Member for Education and Skills

Provision of an All Weather Pitch at The Forest School, Horsham	
<p>As part of the secondary school curriculum, Physical Education is a core subject and suitable provision is required to enable a wide range of sport to be offered and ensure children are given the Best Start in Life.</p> <p>The Forest School does not currently have an All Weather Pitch (AWP) facility. Following the Cabinet Member Decision in July 2020 (Decision reference ES02(20/21)) that approved the siting of additional accommodation for QEII School on some of the existing playing field at The Forest School installation of an AWP is now required to mitigate the impact.</p> <p>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 thereby ensuring ongoing sports provision to meet the needs of the secondary school curriculum.</p>	
Decision by	Cllr N Jupp - Cabinet Member for Education and Skills
West Sussex Plan priority	Best Start in Life
Date added	3 August 2020
Month	November 2020
Consultation/ Representations	<p>School Parents and local residents Parish and District Councils</p> <p>Representations concerning this proposed decision can be made to the Cabinet Member for Education and Skills, via the officer contact, by the beginning of the month in which the decision is due to be taken.</p>
Background Documents (via website)	Cabinet Member Decision ES02 (20/21)
Author	Leigh Hunnikin Tel: 033 022 23051
Contact	Wendy Saunders Tel: 033 022 22553

A Prosperous Place

Executive Director Place Services

Award of Contract: Crawley Growth Programme Eastern Gateway Scheme

In August 2017 the Leader approved the Crawley Growth Programme [LDR04 17.18](#) and following approval of the business case by the Coast to Capital Local Enterprise Partnership, delegated authority to the (then entitled) Executive Director Economy, Infrastructure and Environment to progress the projects.

The £8.35m Eastern Gateway scheme is a key project within the growth programme and seeks to improve connectivity between the town and key development sites in the vicinity of the proposals including the Town Hall, County Buildings, Crawley College and Telford Place. In February 2019, the Executive Director approved the commencement of the tender process to secure a design and build Contractor through the WSCC Highways Design and Build framework. The design contract (stage 1) was awarded to Volker Fitzpatrick.

The Executive Place Services will now be asked to award the construction phase of the contract and endorse the final budget allocation not exceeding £8.35m. The budget is from within the Crawley Growth Programme total allocations.

Decision by	Lee Harris - Executive Director Place Services
West Sussex Plan priority	Prosperous Place
Date added	23 April 2020
Month	September 2020
Consultation/ Representations	Community engagement and online feedback opportunities were undertaken May to July 2018. The Crawley Growth Board will be consulted on final designs. Representation can be made via the officer contact prior to the month in which the decision is to be taken.
Background Documents (via website)	None
Author	Marie Ovenden Tel: 033 022 23854
Contact	Suzannah Hill Tel: 033 022 22551

Director of Highways, Transport and Planning

Award of Contract: Real Time Passenger Information

The current contract for the operation and maintenance of the Real Time Passenger Information (RTPI) system expires on 30 November 2020.

The contract covers the operation and maintenance of the central control system, maintenance of RTPI displays at bus stops, and the supply and installation of new displays.

An assessment of available routes to market has been undertaken including the option to access existing contracts let by neighbouring authorities.

It is proposed that the County Council accesses Hampshire County Council's RTPI Framework Agreement. This is a sole supplier Framework Agreement with VIX Technology Ltd.

The contract will allow the County Council to purchase new displays (until August 2021) as well as organise maintenance and system support for both existing and new displays (under November 2025).

The Director for Highways, Transport and Planning will be asked to approve the award of a contract for real time passenger information system via the existing Hampshire County Council RTPI Framework Agreement.

Decision by	Matt Davey - Director of Highways, Transport and Planning
West Sussex Plan priority	A Prosperous Place
Date added	17 June 2020
Month	September 2020
Consultation/ Representations	Cabinet Member for Highways and Infrastructure Director of Law & 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.
Background Documents (via website)	None
Author	Liz Robbins Tel: 033 022 26383
Contact	Judith Shore Tel: 033 022 26052

Cabinet

Endorsement: Horsham Fire Station and Fire and Rescue Training Centre	
The Cabinet will be asked to approve detailed proposals and funding arrangements for the development of a Fire Station and Fire and Rescue Training Centre on County Council land west of Horsham, with a view to submission for planning permission.	
Decision by	Cllr Lanzer, Cllr A Jupp, Cllr Hunt, Cllr Crow, Cllr N Jupp, Cllr Marshall, Cllr Elkins, Cllr Russell, Cllr Urquhart - Cabinet
West Sussex Plan priority	Prosperous Place
Date added	27 April 2020

Month	September 2020
Consultation/ Representations	Local councillors. West Sussex County Council Fire and Rescue Scrutiny Committee/Performance and Finance Scrutiny Committee – dates tbc Representation can be made via the officer contact.
Background Documents (via website)	None
Author	Nick Burrell Tel: 033 022 23881
Contact	Suzannah Hill Tel: 033 022 22551

Cabinet Member for Highways and Infrastructure

Emergency Active Travel Fund (tranche 2)	
<p>On 9 May 2020, the Transport Secretary announced a £2 billion package to put cycling and walking at the heart of the Government’s transport policy.</p> <p>The first stage, worth £250 million, is for emergency interventions to make cycling and walking safer. The County Council received an allocation of £784k and submitted a bid, on 5 June 2020, to the Department for Transport (DfT) for seven initiatives in areas which, until the COVID-19 crisis, were heavily reliant on public transport. The bid was successful and the decision to approve the seven schemes can be found on the County Council’s website.</p> <p>The second tranche of funding will enable authorities to install further, more permanent, measures to cement walking and cycling habits and, where applicable, enable the implementation of schemes identified in Local Cycling & Walking Infrastructure Plans.</p> <p>The County Council’s indicative tranche 2 funding allocation is £3.135m, which will be available towards the end of the summer 2020. An application to the DfT must be submitted by 7 August 2020.</p> <p>The Cabinet Member for Highways and Infrastructure has set up a cross party Executive Task and Finish Group which will consider the bidding process and criteria, review those schemes that are suitable for submission for tranche 2, advise officers on an appropriate level of consultation and make recommendations for a tranche 2 bid to the Cabinet Member.</p> <p>The Cabinet Member for Highways and Infrastructure will be asked to approve the schemes to be progressed and delegate authority to the Director of Highways, Transport and Planning to make any subsequent amendments to the schemes.</p> <p><i>Note: due to the DfT’s tight timescales for the works to be completed, 28 days’ notice for this decision may not be achieved. In this case, the decision will be made using emergency powers.</i></p>	
Decision by	Cllr Elkins - Cabinet Member for Highways and Infrastructure
West Sussex Plan priority	A Prosperous Place

Date added	22 July 2020
Month	September 2020
Consultation/ Representations	County Council Members District and borough councils Representations concerning this proposed decision can be made to the Cabinet Member for Highways and Infrastructure, via the officer contact, by the beginning of the month in which the decision is due to be taken.
Background Documents (via website)	None
Author	Andy Ekinsmyth Tel: 033 022 26687
Contact	Judith Shore Tel: 033 022 26052

Cabinet Member for Highways and Infrastructure

Review of the Integrated Parking Strategy	
<p>The County Council's Integrated Parking Strategy (IPS) was previously reviewed in 2014 and, in the context of recent changes in national, regional and local conditions, requires a further review.</p> <p>The revised IPS will cover the period to 2024 and will seek to ensure that the County Council's parking policies remain appropriate and effective at meeting the needs of local communities, its traffic management responsibilities and the wider policies and agenda.</p> <p>The IPS will sit within and contribute towards the County Council's wider transport, economic, community, environment, and health strategies.</p> <p>The Cabinet Member for Highways and Infrastructure will be asked to approve the revised Integrated Parking Strategy.</p>	
Decision by	Cllr Elkins - Cabinet Member for Highways and Infrastructure
West Sussex Plan priority	A Prosperous Place
Date added	19 February 2020
Month	September 2020
Consultation/ Representations	All County Councillors, District/Borough Councils, Sussex Police, Transport Operators and other stakeholders Representations concerning this proposed decision can be made to the Cabinet Member for Highways and Infrastructure, via the officer contact, by the beginning of the month in which the decision is due to be taken.
Background Documents (via website)	None

Author	Miles Davy Tel: 033 022 26688
Contact	Judith Shore Tel: 033 022 26052

Executive Director Place Services

Award of Contract: Crawley Growth Programme Manor Royal Scheme	
<p>In August 2017 the Leader approved the Crawley Growth Programme LDR04 17.18 and following approval of the business case by the Coast to Capital Local Enterprise Partnership, delegated authority to the (then entitled) Executive Director Economy, Infrastructure and Environment to progress the projects. The Manor Royal Highways improvement scheme is comprised of two parts: Part 1- Manor Royal County Oak one-way scheme and London road junction improvements; Part 2 – provision of a Bus lane in the Manor Royal road.</p> <p>The Executive Director Place Services will be asked to award the construction phase of the contract and endorse the final/total budget allocation to the highways improvement scheme. The total budget will not exceed £3.308m (bus lane, highways and bus lane extension). The budget is from within the Crawley Growth Programme total allocations.</p>	
Decision by	Lee Harris - Executive Director Place Services
West Sussex Plan priority	Prosperous Place
Date added	23 April 2020
Month	October 2020
Consultation/ Representations	<p>A public engagement exercise ran for four weeks from 5 February 2019 to 5 March 2019. The Crawley Growth Board will be consulted on final designs.</p> <p>Representation can be made via the officer contact prior to the month in which the decision is to be taken.</p>
Background Documents (via website)	None
Author	Marie Ovenden Tel: 033 022 23854
Contact	Suzannah Hill Tel: 033 022 22551

Executive Director Place Services

Award of Contract: Enabling Works Contract, Horsham Enterprise Park	
<p>A decision is required for an award of a contract for enabling works for the Horsham Enterprise Park site in Horsham. These works are essential site preparatory works that will enable the early commencement of the commercial phases of the scheme and will be carried out between October 2020 and April 2021. A capital allocation of £2.717 million was approved by the West Sussex County Council Cabinet (CAB14 19/20) for this work to be undertaken via the Council's Multi-Disciplinary Consultant (MDC) framework. The Executive Director Place Services will be asked to</p>	

make an award of contract following a public procurement procedure undertaken under the terms of the MDC framework.	
Decision by	Lee Harris - Executive Director Place Services
West Sussex Plan priority	Prosperous Place
Date added	22 July 2020
Month	October 2020
Consultation/ Representations	WSCC Multi-Disciplinary Consultant Representation can be made via the officer contract in the month prior to that in which the decision is to be taken.
Background Documents (via website)	None
Author	Gary Cox Tel: 07540 319069
Contact	Suzannah Hill Tel: 033 022 22551

Executive Director Place Services

Award of Contract Partial Demolition Crawley County Buildings	
<p>In August 2017 the Leader approved the Crawley Growth Programme LDR04 17.18 and following approval of the business case by the West Sussex Local Enterprise Partnership, delegated authority to the Executive Director Economy, Infrastructure and Environment to progress the projects. Crawley County Buildings partial demolition is a key project within the growth programme.</p> <p>A full demolition was approved in July 2019. A change request was submitted March 2020 to reduce the full demolition to a partial demolition in order to mitigate costs associated with the abortive relocation of the Coroners Service into Bartons Primary School. A partial demolition of the County Buildings will prepare the site for prospective developers.</p> <p>The Executive Director Place Services will be asked to approve the award of contract to the preferred provider to deliver the demolition works.</p>	
Decision by	- Executive Director Place Services
West Sussex Plan priority	Prosperous Place
Date added	1 September 2020
Month	October 2020
Consultation/ Representations	Crawley Growth programme Growth board; Crawley OPE programme team; Current occupiers of Centenary House, Crawley. Representation can be made via the officer contact in the month

	prior to that in which the decision is to be taken.
Background Documents (via website)	None
Author	Marie Ovenden Tel: 033 022 23854
Contact	Suzannah Hill Tel. 033 022 22551

A Strong, Safe and Sustainable Place

Interim Executive Director Adults and Health

Extension of Shared Lives (Adults with Learning Disabilities) Contract	
<p>West Sussex County Council currently commissions Shared Lives services in West Sussex in two ways, from the independent market through our Supported Living Framework and an in-house service delivered by Adults In-House Social Care Services (AIHSCS).</p> <p>The Supported Living Framework has included a separate provision for Shared Lives Services since it commenced in 2015. During this period only one independent Shared Lives Scheme provider has been awarded the service.</p> <p>Shared lives services meet customers social care needs as defined under the Care Act 2014 through a model of care and support that provides innovative, small family-based homes to people with a learning disability with a variety of support needs. This approach can generate significant positive outcomes to people who use shared lives through access to a range of accommodation and support arrangements.</p> <p>Cabinet Member decision (AH08 20/21) recommended that the independent Shared Lives Scheme, which is currently commissioned under the terms of the Supported Living Framework and which expires on 31st March 2021, be subject to an internal review regarding its future re-procurement options and should be excluded from the decision to procure a new Supported Living Framework Agreement.</p> <p>Authorisation is sought to extend the current contract arrangements as a single tender with the one incumbent independent Shared Lives provider for one year until 31st March 2022, under the existing contractual terms. This will enable the Council to explore future delivery models, contract and procurement options and associated cost structures, as well as undertake consultation with the market, which in line with the Lifelong Disability and Autism Market Position Statement objectives, will lead to more people living independently in community settings, and where this is appropriate and cost-effective. No change is proposed to the in-house service.</p>	
Decision by	Alan Adams - Interim Executive Director Adults and Health
West Sussex Plan priority	A Strong, Safe and Sustainable Place
Date added	17 August 2020
Month	September 2020
Consultation/	

Representations	Representations concerning this proposed decision can be made to the Interim Executive Director for Adults and Health via the officer contact, by the beginning of the month in which the decision is due to be taken.
Background Documents (via website)	None
Author	Lisa Loveman Tel: 033 022 23430
Contact	Erica Keegan Tel: 020 033 26050

Interim Executive Director Adults and Health

New operating model for the Approved Mental Health Professional (AMHP) service	
<p>The Council has a statutory duty to have an Approved Mental Health Professional (AMHP) service with sufficient professional resources (AMHPs) to operate on a 24-hour, 7 day a week basis.</p> <p>A review of the current AMHP Service in 2019 found significant issues and risks within the service, including in relation to legal compliance and safe standards of practice, and made a number of recommendations for change. These recommendations have been developed into the proposed new operating model for the AMHP service which will deliver a statutory, high quality, legally compliant and sufficient service.</p> <p>The proposed new operating model is for a 24/7 hub and bespoke (hybrid) AMHP service, without a separate Emergency Duty Team function. The service will be provided by the Council, ending the current joint provision with Sussex Partnership Foundation Trust, although close working will remain.</p> <p>The Interim Executive Director Adults and Health will be asked to approve a new operating model for the AMHP service and agree the associated increased budget cost involved.</p>	
Decision by	Alan Adams - Interim Executive Director Adults and Health
West Sussex Plan priority	A Strong, Safe and Sustainable Place
Date added	27 July 2020
Month	September 2020
Consultation/ Representations	<p>Sussex Partnership Foundation Trust, staff in the existing AMHP Service and service users were involved in the review of the current service and the development of the new model.</p> <p>Internal consultation has taken place with Finance, HR and Legal services, the Adults and Health Leadership Team and the Executive Leadership Team and Cabinet Member for Adults and</p>

	Health. Representations concerning this proposed decision can be made to the Interim Executive Director Adults and Health via the author or officer contact, by the beginning of the month in which the decision is due to be taken.
Background Documents (via website)	None
Author	Alison Nuttall Tel: 033 022 25936
Contact	Erica Keegan Tel: 0330 022 26050

Director of Environment and Public Protection

Electric Vehicle Charging: Contract Award	
<p>In March 2020, the Cabinet Member for Environment approved the commencement of a procurement process to procure a concession contract to plan, install and operate a publicly accessible electric vehicle chargepoint network across West Sussex, and delegated authority to the Director of Environment and Public Protection, in consultation with the Director of Highways, Transport and Planning, to award the service concession contract to the successful bidder following the procurement exercise.</p> <p>The formal procurement process has commenced.</p> <p>On completion, the Director of Environment and Public Protection, in consultation with the Director of Highways, Transport and Planning, will be asked to approve the award of the contract to the preferred contractor to deliver and operate a chargepoint network across West Sussex.</p>	
Decision by	Steve Read - Director of Environment and Public Protection
West Sussex Plan priority	A Strong, Safe and Sustainable Place
Date added	19 August 2020
Month	October 2020
Consultation/ Representations	<p>District and Borough Councils Director of Finance and Support Services Director of Law and Assurance</p> <p>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.</p>
Background Documents (via website)	None
Author	Ruth O'Brien Tel: 033 022 26455

Contact	Judith Shore Tel: 033 022 26052
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Interim Executive Director Adults and Health

New model of delivery for Community Mental Health social work for adults in West Sussex	
<p>Mental health social work services for adults in West Sussex are delivered through an agreement with Sussex Partnership Foundation Trust (SPFT). This includes the secondment of social workers employed by the Council to SPFT. Services are funded by a pooled budget with West Sussex Clinical Commissioning Group (CCG). The arrangements have been reviewed to ensure they are fit for purpose, local and national drivers, duties and plans. The partners have developed a new operating model for the service to be delivered by the Council replacing the current arrangement but ensuring robust and effective joint working. Proposals include new processes and new workforce structures to create a single unit within the Council for working age and older people's social care teams.</p> <p>The Interim Executive Director will be asked to approve a new model for the Community Mental Health social work service with a phased implementation from January 2021 and with minimal impact on those accessing services.</p>	
Decision by	Alan Adams - Interim Executive Director Adults and Health
West Sussex Plan priority	A Safe, Strong and Sustainable Place
Date added	4 September 2020
Month	October 2020
Consultation/ Representations	<p>Sussex Partnership Foundation Trust and the West Sussex Clinical Commissioning Group have worked in partnership with the Council to develop the proposals. Internal consultation has taken place with Finance, HR and Legal services and the Adults and Health Leadership Team as well as the Cabinet Member for Adults and Health.</p> <p>Representations concerning this proposed decision can be made to the Interim Executive Director Adults and Health via the author or officer contact, by the beginning of the month in which the decision is due to be taken.</p>
Background Documents (via website)	None
Author	Alison Nuttall Tel: 033 022 25936
Contact	Erica Keegan Tel: 0330 022 26050

Independence in Later Life

Interim Executive Director Adults and Health

Care and Support at Home Framework Extension

The Care and Support at Home Framework (2015) is the Council's primary contractual arrangements for the provision of home-based services for people with assessed eligible care needs. In February 2020 ([Report AH11 19/20](#)) a decision was made to commence a procurement programme for a new Care and Support at Home Framework to replace the existing arrangements, including the reserve Domiciliary Care Framework (2009), with the new services scheduled to commence in February 2021.

The tender opportunity for the new framework was published on 6 March 2020 but due to the Covid-19 pandemic was suspended on 27 March 2020. The tender was re-published on 10 August 2020. As a result of the delay to the procurement it is not possible for the new Framework to commence as intended with the current timeline now targeting a July 2021 start date.

Contracts for services awarded under the Care and Support at Home Framework (2015) were extended in May 2019 until 31 January 2020 with the provision for a further three-month extension. In order to avoid a break in service delivery and to coincide with when the new services commence it is proposed to extend these contracts until August 2021.

The Interim Executive Director Adults and Health will be asked to approve the extension of contracts under the Care and Support at Home Framework (2015) until August 2021.

Decision by	Alan Adams - Interim Executive Director Adults and Health
West Sussex Plan priority	Independence in Later Life
Date added	26 August 2020
Month	September 2020
Consultation/ Representations	Cabinet Member for Adults and Health Director of Law and Assurance Director of Finance and Support Services Representations concerning this proposed decision can be made to the Interim Executive Director Adults and Health, via the officer contact, by the beginning of the month in which the decision is due to be taken
Background Documents (via website)	None
Author	Juliette Garrett Tel: 033 022 223748
Contact	Erica Keegan Tel: 033 022 26050

Interim Executive Director Adults and Health

Financial Support to the Care Sector

In response to the Covid-19 pandemic the Council has provided financial support to the care sector in recognition of additional costs related to the provision of services.

Previous decisions in April 2020 ([Report AH02 20/21](#)) and August 2020 ([Report OKD24 20/21](#)) dealt with these arrangements.

The impact of the continuing public health situation on the care market will continue to be reviewed. Subject to the availability of funds, further financial support to care providers may need to be considered to maintain the resilience of services after support provided to date comes to an end.

The Interim Executive Director Adults and Health will be asked to approve any use and allocation of funds to provide financial assistance to care providers identified as needed by the review.

Decision by	Alan Adams - Interim Executive Director Adults and Health
West Sussex Plan priority	Independence in Later Life
Date added	26 August 2020
Month	September 2020
Consultation/ Representations	Cabinet Member for Adults and Health Director of Law and Assurance Director of Finance and Support Services Representations concerning this proposed decision can be made to the Interim Executive Director Adults and Health via the officer contact, by the beginning of the month in which the decision is due to be taken.
Background Documents (via website)	None
Author	Juliette Garrett Tel: 033 022 223748
Contact	Erica Keegan Tel: 033 022 26050

Cabinet Member for Adults and Health

Residential Care and Support Services Block Contracts Procurement

The County Council commissions a range of services to provide care and support to people with assessed eligible social care needs on a residential basis. The majority of these arrangements are made on an individual spot purchase basis to a high number of providers. The Council is facing increasing challenges in securing adequate provision of suitable services across the county.

To provide an assurance of capacity, a number of block contracts shall be proposed to be developed to secure residential based care and support services in key locations across West Sussex to respond to local demand. The development of block contracts will also support service providers by providing an assurance of income whilst allowing the Council to seek financial best value.

The Cabinet Member for Adults and Health will be asked to approve the plan for residential based care and support services and the procurement of a number of services. The Cabinet Member will also be asked to delegate the authority for award of

contracts to the Interim Executive Director Adults and Health.	
Decision by	Cllr A Jupp - Cabinet Member for Adults and Health
West Sussex Plan priority	Independence in Later Life
Date added	26 August 2020
Month	September 2020
Consultation/ Representations	Interim Executive Director Adults and Health Director of Law and Assurance Director of Finance and Support Services Representations concerning this proposed decision can be made to the Cabinet Member for Adults and Health via the officer contact, by the beginning of the month in which the decision is due to be taken.
Background Documents (via website)	None
Author	Juliette Garrett Tel: 033 022 223748
Contact	Erica Keegan Tel: 033 022 26050

Cabinet Member for Adults and Health

Health and Social Care Seasonal Pressures Plan	
<p>The County Council along with its health partners, are jointly developing plans to respond to health and social care seasonal pressures for the period between October 2020 and March 2021. The seasonal pressure plan will potentially include the development and provision of both home care and residential based services as well as other services that support hospital discharge or services that enable people to remain independent.</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. Seasonal pressure plans are designed to improve discharges from hospital, avoid admission to hospital or increase the flow across health and social care and access to services.</p> <p>The Cabinet Member for Adults and Health will be asked to approve the plan for seasonal pressures and approve the procurement of a number of services required for home and residential care. The Cabinet Member will also be asked to delegate the authority for award of contracts to the Interim Executive Director Adults and Health.</p>	
Decision by	Cllr A Jupp - Cabinet Member for Adults and Health
West Sussex Plan priority	Independence in Later Life
Date added	26 August 2020
Month	September 2020

Consultation/ Representations	Interim Executive Director Adults and Health Director of Law and Assurance Director of Finance and Support Services Representations concerning this proposed decision can be made to the Cabinet Member for Adults and Health via the officer contact, by the beginning of the month in which the decision is due to be taken.
Background Documents (via website)	None
Author	Juliette Garrett Tel: 033 022 223748
Contact	Erica Keegan Tel: 033 022 26050

Interim Executive Director Adults and Health

In House Day Services Award of Contract	
<p>Following the decision undertaken by the Cabinet member for Adults and Health in June 2020 (AH05 20/21), the Interim Executive Director for Adults and Health is asked to agree to the commencement of the appointment of the contract relating to the provision for the redevelopment of Glebelands, Laurels and Rowans Adult day centres in West Sussex for delivery of work for May 2021. This relates to capital programme works to the value of £4.587m.</p> <p>A tender process started in April 2020 with the first stage, a Pre-Qualification Questionnaire sent out to contractors on the 11 May 2020. The PQQ is a pre-tender exercise which will be undertaken to determine quality of contractors prior to inviting tender. Ten submissions were received by the closing date of the 22 May and the top 6 submissions with the highest scores were put forward to the second stage of the tender process. The second stage tenders have been sent out with a return date of 24 July.</p> <p>The Interim Executive Director of Adults and Health will be asked to agree the award of the contract to the lowest submitted tender.</p>	
Decision by	Alan Adams - Interim Executive Director Adults and Health
West Sussex Plan priority	Independence in Later Life
Date added	1 July 2020
Month	September 2020
Consultation/ Representations	Representation concerning this proposed decision can be made via the officer contact in the month in which the decision is due to be taken.
Background Documents (via website)	None

Author	Simon Starns Tel: 033 022 23706
Contact	Erica Keegan Tel: 0330 022 26050

Cabinet Member for Adults and Health

Procurement of Public Health Social Support Services for Older People	
<p>The last commissioning exercise for Public Health Social Support Services for Older People was undertaken in 2013. These services are currently delivered by the Voluntary and Community Sector and a single private company and this will come to an end in July 2021.</p> <p>In response to the impact of COVID 19 on older, vulnerable people which has been significant and sometimes life-limiting, support organisations have worked to adapt, collaborate and create networks for practical and social support. This procurement will seek to continue this excellent work. Therefore, West Sussex County Council seeks to recommission services in collaboration with local providers with the aim of ensuring all older people in the County, in both urban and rural communities, have access to the support they need to lead healthy, independent lives.</p> <p>The formal procurement process will start in October 2020 and new contracts will be effective from 1 July 2021 and will run for five (5) years with the possibility of a further extension of up to two (2) years built into the terms of the contract. The contracts will be funded mainly through the Public Health Grant, with a contribution from Adult Social Care. Contract funding will be awarded to winning bids that ensure maximum benefits and value for money and reflect demographic needs of the older population in West Sussex.</p> <p>The Cabinet Member is asked to agree the commencement of a procurement process for the provision of Public Health Services for Prevention and Independence for Older People. The Cabinet Member is also asked to delegate decisions regarding the award of the new contracts to the Director of Public Health in Consultation with the Cabinet Member.</p>	
Decision by	Cllr A Jupp - Cabinet Member for Adults and Health
West Sussex Plan priority	Independence in Later Life
Date added	6 August 2020
Month	September 2020
Consultation/ Representations	Representations concerning this proposed decision can be made to the Cabinet Member for Adults and Health via the author or officer contact, by the beginning of the month in which the decision is due to be taken.
Background Documents (via website)	None
Author	Nikki Lewis Tel: 0330 022 26067

Contact	Erica Keegan Tel: 0330 022 26050
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Interim Executive Director Adults and Health

Award of Block Contracts for Residential Care and Support Services

The Council commissions a range of services to provide care and support to people with assessed eligible social care needs on a residential basis. The majority of these arrangements are made on an individual spot purchase basis to a high number of providers. The Council is facing increasing challenges in securing adequate provision of suitable services across the county.

To provide an assurance of capacity, a number of block contracts shall be proposed to be developed to secure residential based care and support services in key locations across West Sussex to respond to local demand. The development of block contracts will also support service providers by providing an assurance of income whilst allowing the Council to seek financial best value.

As a separate key decision process the Cabinet Member for Adults and Health will be asked to approve the commencement of a procurement of residential based care and support services. As part of the approval the Cabinet Member will be asked to delegate authority to the Interim Executive Director Adults and Health to award the contracts.

Following receipt of this approval from the Cabinet Member the Interim Executive Director Adults and Health will be asked to approve the award of contracts for residential based care and support services.

Decision by	Alan Adams - Interim Executive Director Adults and Health
West Sussex Plan priority	Independence in Later Life
Date added	26 August 2020
Month	October 2020
Consultation/ Representations	Cabinet Member for Adults and Health Director of Law and Assurance Director of Finance and Support Services Representations concerning this proposed decision can be made to the Interim Executive Director Adults and Health via the officer contact, by the beginning of the month in which the decision is due to be taken.
Background Documents (via website)	None
Author	Juliette Garrett Tel: 033 022 223748
Contact	Erica Keegan Tel: 033 022 26050

Interim Executive Director Adults and Health

Health and Social Care Seasonal Pressures - Contract Award

The County Council along with its health partners, are jointly developing plans to respond to health and social care seasonal pressures for the period between October 2020 and March 2021. The seasonal pressure plan will potentially include the development and provision of both home care and residential based services as well as other services that support hospital discharge or services that enable people to remain independent.

The health and social care system face increased pressures during this period, particularly in the winter months, that place increased demands on services. Seasonal pressure plans are designed to improve discharges from hospital, avoid admission to hospital or increase the flow across health and social care and access to services.

As a separate key decision process the Cabinet Member for Adults and Health will be asked to approve the procurement of a number of services required for home and residential care. As part of the approval the Cabinet Member will be asked to delegate authority to the Interim Executive Director Adults and Health to award the contracts.

Following this delegation of authority the Interim Executive Director Adults and Health will be asked to approve award of contracts for services to deliver the seasonal pressures plan.

Decision by	Alan Adams - Interim Executive Director Adults and Health
West Sussex Plan priority	Independence in Later Life
Date added	26 August 2020
Month	October 2020
Consultation/ Representations	Cabinet Member for Adults and Health Director of Law and Assurance Director of Finance and Support Services Representations concerning this proposed decision can be made to the Interim Executive Director Adults and Health via the officer contact, by the beginning of the month in which the decision is due to be taken
Background Documents (via website)	None
Author	Juliette Garrett Tel: 033 022 223748
Contact	Erica Keegan Tel: 033 022 26050

A Council that works for the Community

Cabinet Member for Finance, Leader

Total Performance Monitor (Rolling Entry)

The Monitor 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 Resources will

be recommended to approve the Total Performance Monitor and any items of financial and performance management within the Monitor.

Decision by	Cllr Marshall, - Leader Cllr Hunt - Cabinet Member for Finance
West Sussex Plan priority	A Council that Works for the Community
Date added	1 April 2019
Month	Between April 2020 and March 2021
Consultation/ Representations	Representations concerning this proposal can be made to the Leader/and or the Cabinet Member for Finance via the officer contact.
Background Documents (via website)	None
Author	Fiona Morris Tel: 033 022 23811
Contact	Suzannah Hill Tel: 033 022 22551

Cabinet Member for Finance

Property Review (Rolling Entry)	
The County Council's Future West Sussex Plan set 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 Asset Management Policy and Strategy . An objective of the strategy is to acquire, manage, maintain and dispose of property effectively, efficiently and sustainably, together with optimising financial return and commercial opportunities.	
Decision by	Cllr Hunt - Cabinet Member for Finance
West Sussex Plan priority	A Council that works for the Community
Date added	1 December 2007
Month	Between April 2020 and March 2021
Consultation/ Representations	Representations can be made via the officer contact.
Background Documents (via website)	None
Author	Elaine Sanders Tel: 033 022 25605
Contact	Suzannah Hill: Tel. 030022 22551

Director of Property and Assets

Award Asset Valuation Services Contract	
<p>In accordance with Key Decision FR08 (19/20), a procurement exercise is being undertaken to replace the contract for Asset Valuation Services which expires on 30 September 2020 and contributes to the fulfilment of WSCC's statutory obligations around financial reporting. This report seeks authority to award the resultant contract.</p>	
Decision by	Andrew Edwards - Director of Property and Assets
West Sussex Plan priority	A Council that Works for the Community
Date added	1 July 2020
Month	September 2020
Consultation/ Representations	<p>The County Council's Procurement Board approved the proposed sourcing strategy. The Cabinet Member for Finance and Finance and Legal Services officers will be consulted in the drafting of the report.</p> <p>Representation can be made via the officer contact in the month prior to that in which the decision is to be taken.</p>
Background Documents (via website)	None
Author	Elaine Sanders Tel: 033 022 25605
Contact	Suzannah Hill Tel: 033 022 22551

Cabinet Member for Finance

Council Building Accessibility Improvements	
<p>The County Council has a legal obligation under the Equalities Act 2010 to accommodate staff and visitors with disabilities.</p> <p>A programme of works will be carried out at County Hall Chichester, Durban House Bognor Regis, County Hall North Horsham and Crawley library offices to ensure compliance and enhanced public duty. Pending a possible change to the status of Centenary House, Durrington, works there will be limited to those that are the most critical in the short term.</p> <p>The Cabinet Member will be asked to endorse the allocation of £2,200,000 from the Capital Improvement Fund to address accessibility improvements at the main Council Office buildings and £400,000 annual revenue that will be placed initially against the Director of Property & Assets budget.</p>	
Decision by	Cllr Hunt - Cabinet Member for Finance

West Sussex Plan priority	A Council that Works for the Community
Date added	1 September 2020
Month	September 2020
Consultation/ Representations	WSCC Disability Staff Group Representation can be made via the officer contact.
Background Documents (via website)	
Author	Jeremy Rigby Tel: 033 022 26460
Contact	Suzannah Hill Tel. 033 022 22551

Cabinet Member for Economy and Corporate Resources

Procurement: Construction Framework Arrangement	
<p>The County Council carries out repair, maintenance and refurbishment work throughout the corporate estate, a construction framework arrangement is required to deliver work around and within the County Council buildings. This will include repairs and refurbishment as well as new build requirements where needed. It will enable the County Council to place works orders with a variety of qualified contractors to deliver works that fall outside of the current maintenance contract.</p> <p>The anticipated spend through the new Framework is approximately £48m over a maximum term of 4 years. The value of the Framework is greater than £4,733,252 ex VAT so, in order to comply with the requirements of EU/UK law (the Public Contract Regulations 2015) and the County Council's Standing Orders on Procurement and Contracts, an OJEU procurement must be run to establish a new Framework Agreement.</p> <p>The Cabinet Member will be asked to agree to the commencement of a procurement process to begin in September 2020, contract to be awarded in January 2021 and commence on 1 February 2021 and to delegate to the Director of Property and Assets, the authority to award contract/contracts. Further forward plan entries and decision reports will be published as appropriate.</p>	
Decision by	Cllr Lanzer - Cabinet Member for Economy and Corporate Resources
West Sussex Plan priority	A Council that works for the Community
Date added	24 January 2020
Month	September 2020
Consultation/ Representations	Internal and external stakeholders, the incumbent supplier and market suppliers. Representation concerning this proposed decision can be made via the officer contact prior to the month in which the decision is due to be taken.

Background Documents (via website)	None
Author	Stephen Allan Tel: 033 022 25192
Contact	Suzannah Hill Tel: 033 022 22551

Acting Director of Communities

Mortuary Services Award of Contract	
<p>The council currently has contracts with 2 NHS Trusts who run our Mortuary and Post Mortem Services. Both contracts will expire on 22 January 2021 and there is no provision for further extensions.</p> <ul style="list-style-type: none"> • WSHT - Western Sussex Hospital Trust (covers approx. 75% of requirement) • SASH - Surrey and Sussex Health Trust (covers approx. 25% of requirement) <p>The council ran a procurement in 2018/19 with a vision of having a dedicated Mortuary – 100% of bodies to go into one location and a vision of moving away from traditional post-mortems, towards digital non-invasive methods. However, the Council only received one bid which was deemed unaffordable. The bid was later withdrawn and therefore the procurement process was abandoned.</p> <p>The Cabinet Member for Adults and Health has since agreed the commencement of a procurement that will secure ongoing contracts for the Mortuary and Post-Mortem services from January 2021 (Report ref: AH06 20/21). The Director of Communities will now be asked to award the contracts following the procurement exercise.</p>	
Decision by	Emily King - Acting Director of Communities
West Sussex Plan priority	A Council that Works for the Community
Date added	22 July 2020
Month	September 2020
Consultation/ Representations	Representations concerning this proposed decision can be made to the Acting Director of Communities via the author or officer contact, by the beginning of the month in which the decision is due to be taken
Background Documents (via website)	None
Author	Lesley Sim Tel: 0330 022 24786
Contact	Erica Keegan Tel: 0330 022 26050

Director of Finance and Support Services

Award: Agency Workers Recruitment Contract

The Director of Finance and Support Services will be asked to award the Agency Workers Recruitment contract of three years with the option to extend for a further one-year period, up to a maximum contract period of four years, commencing in April 2021.

Decision by	Cllr Lanzer - Director of Finance and Support Services
West Sussex Plan priority	A Council that Works for the Community
Date added	1 September 2020
Month	November 2020
Consultation/ Representations	Stakeholders across the Council and a market engagement event to incorporate market expertise into the procurement. Representation can be made via the officer contact in the month prior to that in which the decision is due to be taken.
Background Documents (via website)	None
Author	Lindsey Hannant Tel: 033 022 22435
Contact	Suzannah Hill Tel: 033 022 22551