

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 restrictions, there will be limited public access to the meeting. Admission is by ticket only, bookable in advance via: 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:

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.
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: 28 May 2021

Forward Plan Summary

Summary of all forthcoming executive decisions in Cabinet Member portfolio order

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21	Cabinet Member for Learning and Skills	Phase 2 Special Support Centre Programme - West Park Primary School, Worthing - Allocation of Funding	June 2021
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22	Director of Property and Assets	Award of contract for construction of an All Weather Pitch at The Forest School, Horsham	June 2021
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24	Cabinet Member for Learning and Skills	Initial Consultation Process - Burgess Hill Free School Presumption Competition	June 2021
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27	Cabinet Member for Environment and Climate Change	West Sussex Minerals and Waste Development Scheme 2021-2024	June 2021
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30	Cabinet Member for Highways and Transport	Review of the Integrated Parking Strategy	June 2021
31	Cabinet Member for Highways and Transport	West Sussex County Council Vehicle Removal Policy	June 2021
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33	Interim Director of Human Resources and Organisational Development	Award of Contract: Occupational Health Contract	June 2021
34	Executive Director Place Services	Burgess Hill Place and Connectivity Programme A2300 Improvements: Endorsement Additional Improvements and Allocation of Funding	June 2021
35	Director of Finance and Support Services	Award of Contract(s) Information Technology Services	June 2021

Leader

None

Adults Services

Executive Director Adults and Health

Care and Support at Home Award of Contracts	
<p>In February 2020 the decision (Report ref: AH11 19/20) was made to commence the procurement of commissioned Care and Support at Home Services with a focus on strengths based and outcomes focused services and an emphasis on a localised and community focused approach in line with the Council's focus on community led support. The decision included delegation of the authority to award the contract to the Executive Director of Adults and Health.</p> <p>The procurement was delayed as a result of the pandemic, and a decision (Report Ref: OKD46 20/21) was subsequently taken in November 2020 to extend the current framework to align with the updated anticipated commencement for the new commissioned arrangements on, 4 July 2021.</p> <p>In accordance with both decisions, the procurement has been undertaken and the Executive Director of Adults and Health will be asked to award the contracts to successful bidders in March 2021 prior to the commencement of the new commissioned Care and Support at Home arrangements in July 2021.</p>	
Decision by	Keith Hinkley - Executive Director Adults and Health
Date added	10 February 2021
Month	June 2021
Consultation/ Representations	<p>Consultation has been completed with West Sussex Providers and the Cabinet Member for Adults and Health as part of the original decisions AH11 19/20 and OKD46 20/21.</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	Juliette Garrett Tel: 033 022 23748
Contact	Erica Keegan Tel: 033 022 26050

Executive Director Adults and Health

A Place to Live Services and Supported Living Services (Adults with Learning Disability) Contract Extension

The Cabinet Member for Adult Social Care & Health approved the formal commencement of a procurement process on the 25 November 2015 (Cabinet Member Key Decision Report [ASCH08 \(15/16\)](#) refers) for the A Place To Live Services (APTL) and the Supported Living Services (SLS). Following the procurement completed in 2016; the then Executive Director of Care, Wellbeing and Education approved the award of the APTL and SLS contracts.

APTL Services comprise of three contract lots for customised supported living accommodation-based services that were originally tendered and awarded in 2010 to Southdown Housing Association (Coastal and Western) and Royal Mencap Society (Northern). SLS Services comprise of two contract lots for outreach support in the community as well as supported living accommodation based services that were awarded to The Grace Eyre Foundation.

The contracts include the provision to extend for a further period to a maximum contract term of 6 years not extending beyond 30 June 2022.

The County Council will explore options for these services during the extension period. Consideration will be given to opportunities to enhance the service offer to meet increased customer need, younger customers and offer savings to the Learning Disabilities pooled budget. In the meantime, the Executive Director Adults and Health will be asked to approve the contract extension for a further period of up to 15 months until 30 June 2022.

Decision by	Keith Hinkley - Executive Director Adults and Health
Date added	26 March 2021
Month	June 2021
Consultation/ Representations	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.
Background Documents (via website)	None
Author	Karen Young Tel: 0330 22 23794
Contact	Erica Keegan Tel: 033 022 26050

Cabinet Member for Adults Services

Highwood Mill Extra Care Scheme Procurement

Highwood Mill is an Extra Care Housing Scheme in Horsham which opened in 2016. This is currently the largest extra care scheme in West Sussex that Adult Social Care can nominate to. It has a mix tenure of 70 affordable rented properties as well as 35 privately owned apartments, of which Adult Social Care on behalf of Horsham District Council has nomination rights to 50 units. The care and support within the extra care scheme was originally procured by the landlord, Saxon Weald Housing Association, and the current contract is due to end January 2022. Saxon Weald Housing Association originally developed the extra care scheme using their own investment and so procured the care contract for the social care support provided

within it. Saxon Weald have asked if West Sussex County Council can take over the procurement of the care contract and future contract management at Highwood Mill for two reasons:

- To develop the service in line with the other commissioned care contracts they hold within West Sussex.
- To ensure consistent and successful contract management of the onsite provider

A cost benefit analysis has been undertaken resulting in recommendation that West Sussex County Council take on the ongoing contract management of the scheme to bring it in line with other extra care schemes and allowing access to the existing care and support framework applied in extra care.

The Cabinet Member for Adults Services will be asked to approve;

- (1) the commencement of a procurement of the Care Contract within Highwood Mill Extra Care Scheme, to commence in June 2021 within the current Dynamic Purchasing System (DPS) Framework; and
- (2) delegated authority for the award of contract and any subsequent awards, within the agreed DPS Framework, to the Executive Director of Adults and Health. The care contract will commence in January 2022.

Decision by	Cllr A Jupp - Cabinet Member for Adults Services
Date added	26 March 2021
Month	June 2021
Consultation/ Representations	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.
Background Documents (via website)	None
Author	Carrie Anderson Tel: 0330 022 22996
Contact	Erica Keegan Tel: 033 022 26050

Cabinet

Residential based in-house services, Marjory Cobby House, Selsey

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.

Marjory 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.

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.

Proposed Savings were presented to the Health and Adults Social Care Scrutiny Committee on the 13th January 2021 and then at Cabinet on the 22nd January 2021, which included £640k in savings related to in house services and identifying in particular Marjory Cobby House. At the scrutiny committee it was identified that this will involve a 12 weeks 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 Marjory Cobby and the provision of residential based in-house services at this setting.

Decision by	Cllr Crow, Cllr Russell, Cllr Hunt, Cllr Urquhart, Cllr Waight, Cllr J Dennis, Cllr N Jupp, Cllr Lanzer, Cllr Marshall, Cllr A Jupp - Cabinet
Date added	1 March 2021
Month	July 2021
Consultation/ Representations	Health and Adult Social Care Scrutiny Committee on 13 January 2021 Full consultation to undertaken prior to decision 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
Background Documents (via website)	None
Author	Juliette Garrett Tel: 033 022 23748
Contact	Erica Keegan Tel: 033 022 26050

Executive Director Adults and Health

Supported Living Services (Adults with Lifelong Disability, Autism, Mental Health) Contracts Award

In August 2020 the decision ([Report ref: AH08 \(20/21\)](#)) was made to commence a procurement to commission supported living services. The decision included delegation of the authority to award contracts to the Interim Executive Director Adults and Health now the Executive Director of Adults and Health (DASS).

The proposal included commissioning services which would lead to: reduced number of people in hospital, residential beds and placed out of county; increased number of people in settled and 'most suitable' accommodation; and to avoid disruption for existing supported living customers.

The procurement has been delayed because of the pandemic, and a decision ([Report ref: OKD42 \(20/21\)](#)) was subsequently taken in November 2020 to extend the current contract arrangements for 4 months until 31st July 2021 and revise the procurement timetable with anticipated commencement for the new commissioning arrangements from 1st August 2021.

In accordance with both decisions, the procurement has been undertaken and the Executive Director of Adults and Health will be asked to award the contracts to successful bidders in July 2021 prior to the commencement on 1st August 2021 of the new commissioned Framework Agreement for the provision of Supported Living Services (Mental Health, Autism or a Lifelong Disability).

Decision by	Keith Hinkley - Executive Director Adults and Health
Date added	23 April 2021
Month	July 2021
Consultation/ Representations	<p>Consultation has been completed with West Sussex Providers, Customers and Carers and the Cabinet Member for Adults and Health as part of the original decision Report ref: AH08 (20/21)</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>
Background Documents (via website)	None
Author	Lisa Loveman Tel: 033 022 23430
Contact	Erica Keegan Tel: 033 022 26050

Executive Director Adults and Health

Highwood Mill Extra Care Scheme Award of Contract	
<p>Highwood Mill is an Extra Care Housing Scheme in Horsham which opened in 2016. This is currently the largest extra care scheme in West Sussex that Adult Social Care can nominate to. It has a mix tenure of 70 affordable rented properties as well as 35 privately owned apartments, of which Adult Social Care on behalf of Horsham District Council has nomination rights to 50 units. The care and support within the extra care scheme was originally procured by the landlord, Saxon Weald Housing Association, and the current contract is due to end January 2022.</p> <p>Following the Procurement of the Care Contract within Highwood Mill Extra Care Scheme, within the council's current Dynamic Purchasing System (DPS) Framework, the Executive Director Adults and Health will be asked to award the contract to the successful bidder.</p>	
Decision by	Keith Hinkley - Executive Director Adults and Health

Date added	26 March 2021
Month	November 2021
Consultation/ Representations	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.
Background Documents (via website)	None
Author	Carrie Anderson Tel: 0330 022 22996
Contact	Erica Keegan Tel: 033 022 26050

Children and Young People

Executive Director Children, Young People and Learning

Family and Community Support Services - Award of Contract	
<p>In February 2020 the Cabinet Member for Children and Young People approved the commencement of a procurement to set up a Framework Agreement. The Framework will enable the purchase of Family and Community Support (FACS) Services for families with children and young people with severe and complex disabilities and/or autism who require bespoke care packages (decision CYP02 (20/21) refers).</p> <p>As part of the decision the Cabinet Member approved the delegation of authority to the Executive Director of Children, Young People and Learning to implement the Framework Agreement.</p> <p>The procurement has now been undertaken and the Executive Director of Children, Young People and Learning will be asked to approve the award of contracts to successful bidders.</p>	
Decision by	Lucy Butler - Executive Director Children, Young People and Learning
Date added	14 May 2021
Month	July 2021
Consultation/ Representations	Representations concerning this proposed decision can be made to the Executive Director of 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)	Cabinet Member decision CYP02(20/21)

Author	Jacqui Parfitt Tel: 033 022 29488
Contact	Wendy Saunders Tel: 033 022 22553

Cabinet

Early Help Service Redesign	
<p>The County Council's Early Help service is part of its Children, Young People and Learning Directorate. It identifies and works with children and families in need of support, to help to promote the safe and healthy development of children and young people within stable families and prevent social care interventions in the future.</p> <p>The County Council wishes to create an improved, targeted Early Help offer directed to those most at need, while continuing to provide the existing statutory functions of the service, and to deploy its resources with the greatest efficiency and the maximum benefit to vulnerable children and families.</p> <p>On 23 February 2021, the Cabinet approved (decision CAB17 (20/21) refers) the launch of a public consultation on its preferred option for the future design of the Early Help service, to increase the support and focused response to vulnerable children, for which there is an identified and growing need. This would ensure that families have access to the most appropriate support, including closer working with schools, the Children's Social Care service and the Council's other delivery partners.</p> <p>The public consultation, running between 8 March and 17 May 2021 has enabled all customers and stakeholders of the service, together with local communities to study and comment on the detailed proposals, and the reasons for the Council's preferred option.</p> <p>Following consideration of the results of the public consultation Cabinet will be asked to make a decision about the form of the new Early Help service, the future service offer and its means of delivery.</p>	
Decision by	Cllr N Jupp, Cllr Urquhart, Cllr Marshall, Cllr J Dennis, Cllr Russell, Cllr Crow, Cllr Hunt, Cllr Waight, Cllr A Jupp, Cllr Lanzer - Cabinet
Date added	14 May 2021
Month	July 2021
Consultation/ Representations	<p>Children and Young People's Services Scrutiny Committee – 30 June 2021</p> <p>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.</p>
Background Documents (via website)	Cabinet Report CAB17 (20/21)
Author	Claire Hayes Tel: 07702 442462
Contact	Wendy Saunders Tel: 033 022 22553

Cabinet Member for Children and Young People

Procurement of a Recording System for Children, Young People and Learning

Children, Young People and Learning (CYPL) has the ambition to significantly consolidate and better integrate recording systems which hold information about children and their families. Work is underway to improve use of existing IT systems however there is a need to procure a new or improved system(s). CYPL currently has 11 systems in use and there is a need to significantly reduce this to support CYPL's improvement journey. It is imperative that IT systems support improvement activities.

The benefit to children, young people, their families and those working closely with them is that there will be a clearer record of the child's journey, less repetition for children (and their families) in re-telling their story, and reduced risks around sharing and insight of information across CYPL.

It is proposed to commence a procurement process to seek a number of system suppliers who could achieve the aim of consolidating and integrating recording systems. The anticipated cost is up to £1.65m over two years which includes the purchase, licence, support and implementation costs.

The Cabinet Member for Children and Young People will be asked to approve;

- (1) The commencement of a procurement for a system(s) to achieve consolidation and integration of recording systems and to
- (2) Delegate authority, to the Executive Director of CYPL to award the contract(s).

Decision by	Cllr Russell - Cabinet Member for Children and Young People
Date added	24 May 2021
Month	July 2021
Consultation/ Representations	Finance Legal IT Procurement 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.
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

Award of contract - Accommodation services for young people aged 16+

In March 2021 the Cabinet Member for Children and Young People approved the

commencement of a procurement process for a 16+ Older Looked After Children and Care Leavers Framework Agreement (decision [CYP03\(20/21\)](#) refers. The framework will enable the County Council to source a range of accommodation services for young people aged 16 years and over who are looked after as part of preparing them for living independently.

As part of the decision to commence the procurement the Cabinet Member also approved the delegation of authority to the Executive Director Children, Young People and Learning to implement the Framework Agreement.

The procurement has now been undertaken and the Executive Director of Children, Young People and Learning will be asked to implement the framework agreement and approve the award of contracts to successful bidders.

Decision by	Lucy Butler - Executive Director Children, Young People and Learning
Date added	24 May 2021
Month	August 2021
Consultation/ Representations	Representations concerning this proposed decision can be made to the Executive Director of 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)	Cabinet Member Decision CYP03(20/21)
Author	Shelly Dichello Tel: 033 022 24131
Contact	Wendy Saunders Tel: 033 022 22553

Learning and Skills

Director of Education and Skills

Arrangements for Alternative Provision for Key Stage 4 Learners
<p>The County Council currently commission Chichester College Group and Greater Brighton Metropolitan College to deliver education provision for Learners aged 14-16 whose needs are deemed better met by a more vocational curriculum. Both of these contracts were awarded in September 2020 and expire in August 2021(decision reference OKD30(20/21) refers).</p> <p>Building on the success to date of this education provision in delivering improved outcomes for these learners, the County Council wish to ensure these services continue post August 2021. Therefore, it is proposed to seek appropriate arrangements to enable the continued delivery of a vocational curriculum for 14-16 year olds.</p> <p>The Director of Education and Skills will be asked to approve the necessary contractual arrangements for the delivery of Alternative Provision for Key Stage 4 Learners post August 2021.</p>

Decision by	Paul Wagstaff - Director of Education and Skills
Date added	23 February 2021
Month	June 2021
Consultation/ Representations	Further Education Colleges Procurement Legal Finance 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
Background Documents (via website)	Officer Key Decision OKD30(20/21)
Author	Ellie Evans Tel: 033022023582
Contact	Wendy Saunders Tel: 033 022 22553

Cabinet Member for Learning 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 Learning 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 Learning and Skills
Date added	3 August 2020
Month	June 2021
Consultation/ Representations	School Parents and local residents Parish and District Councils 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
Background Documents	

(via website)	
Author	Leigh Hunnikin Tel: 033 022 23051
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
Date added	3 August 2020
Month	June 2021
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 Learning and Skills

Provision of an All Weather Pitch at The Forest School, Horsham

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.

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.

The Cabinet Member for Learning 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.

Decision by	Cllr N Jupp - Cabinet Member for Learning and Skills
Date added	3 August 2020
Month	June 2021
Consultation/ Representations	School Parents and local residents Parish and District Councils 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.
Background Documents (via website)	Cabinet Member Decision ES02 (20/21)
Author	Leigh Hunnikin Tel: 033 022 23051
Contact	Wendy Saunders Tel: 033 022 22553

Director of Property and Assets

Award of contract for Delivery of Phase 1 works - Change of status of The Forest Boys' School, Horsham

The Forest School, Horsham, is currently a single-sex boys' school. In October 2020, following a public consultation, the proposal to alter The Forest School to become a co-educational school from September 2021 entry was confirmed ([Decision Reference ES08\(20/21\)](#)). Capital investment will be required to enable the necessary building adjustments to take place so that girls can attend the school.

As part of a separate key decision process the Cabinet Member for Education and Skills approved the allocation of capital funding to enable the first phase of the project to enable the school to welcome girls to proceed (decision [ES18\(20/21\)](#) refers. As part of this decision the Cabinet Member also delegated authority to the Director of property and Assets to award the contract for the first phase of the project.

The Director of Property and Assets will be asked to approve the award of contract for the proposed project at The Forest School.

Decision by	Andrew Edwards - Director of Property and Assets
Date added	11 January 2021
Month	June 2021
Consultation/ Representations	Legal Finance Procurement 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.
Background Documents (via website)	Cabinet Member Decision Report ES18(20/21)
Author	Leigh Hunnikin Tel: 033 022 23051
Contact	Wendy Saunders Tel: 033 022 22553

Cabinet Member for Learning 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 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>	
Decision by	Cllr N Jupp - Cabinet Member for Learning and Skills
Date added	8 July 2020
Month	June 2021
Consultation/ Representations	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.
Background Documents (via website)	None
Author	Leigh Hunnikin Tel: 033 022 23051

Contact	Wendy Saunders Tel: 033 022 22553
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Director of Property and Assets

Award of contract for installation of Modular Teaching Unit at Oak Grove College, Worthing	
<p>Oak Grove College in Worthing caters for wide range of Special Education Needs, for children aged between 11 and 19. Following a review of current numbers on roll, projected needs and the existing accommodation at Oak Grove College in Worthing the need for the provision of 4 additional classrooms has been identified, to enable an increase in planned places from 256 in September 2020 to 271 in September 2021.</p> <p>As part of a separate key decision process the Cabinet Member for Education and Skills approved the allocation of capital funding to provide additional accommodation at Oak Grove College (decision reference ES17(20/21) refers. As part of the decision the Cabinet Member also delegated authority to the Director of Property and Assets to award the contract for the expansion project.</p> <p>On completion of the procurement process the Director of Property and Assets will be asked to approve the award of contract for the expansion of Oak Grove College.</p>	
Decision by	Andrew Edwards - Director of Property and Assets
Date added	26 January 2021
Month	June 2021
Consultation/ Representations	<p>Procurement Legal Finance</p> <p>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</p>
Background Documents (via website)	Cabinet Member decision ES17(20/21)
Author	Carol Bruce Tel: 033 022 23055
Contact	Wendy Saunders Tel: 033 022 22553

Cabinet Member for Learning and Skills

Phase 2 Special Support Centre Programme - Edward Bryant Primary School, Bognor Regis - Allocation of Funding for Project Delivery
<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</p>

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 Edward Bryant 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 Edward Bryant Primary School in Bognor Regis.

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.

Decision by	Cllr N Jupp - Cabinet Member for Learning and Skills
Date added	1 February 2021
Month	June 2021
Consultation/ Representations	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
Background Documents (via website)	Cabinet Member Decision ES09(20/21)
Author	Leigh Hunnikin Tel: 033 022 23051
Contact	Wendy Saunders Tel: 033 022 22553

Cabinet Member for Learning and Skills

Phase 2 Special Support Centre Programme - Felpham Community College, Bognor Regis - Allocation of Funding for Project Delivery

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.

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 Felpham Community College ([Decision reference ES09\(20/21\)](#))

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.

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.

Decision by	Cllr N Jupp - Cabinet Member for Learning and Skills
Date added	1 February 2021
Month	June 2021
Consultation/ Representations	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.
Background Documents (via website)	Cabinet Member Decision ES09(20/21)
Author	Leigh Hunnikin Tel: 033 022 23051
Contact	Wendy Saunders Tel: 033 022 22553

Cabinet Member for Learning and Skills

Phase 2 Special Support Centre Programme - St Margaret's CE Primary School, Angmering - Allocation of Funding

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.

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.

Decision by	Cllr N Jupp - Cabinet Member for Learning and Skills
Date added	1 December 2020
Month	June 2021
Consultation/ Representations	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

Background Documents (via website)	Cabinet Member Decision ES09(20/21)
Author	Leigh Hunnikin Tel: 033 022 23051
Contact	Wendy Saunders Tel: 033 022 22553

Cabinet Member for Learning and Skills

Phase 2 Special Support Centre Programme - West Park Primary School, Worthing - Allocation of Funding	
<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 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 West Park Primary School (Decision reference ES09 (20/21))</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>	
Decision by	Cllr N Jupp - Cabinet Member for Learning and Skills
Date added	1 December 2020
Month	June 2021
Consultation/ Representations	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
Background Documents (via website)	Cabinet Member Decision ES09(20/21)
Author	Leigh Hunnikin Tel: 033 022 23051
Contact	Wendy Saunders Tel: 033 022 22553

Director of Property and Assets

Award of Contract for the 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.

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.

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.

Decision by	Andrew Edwards - Director of Property and Assets
Date added	21 April 2021
Month	June 2021
Consultation/ Representations	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.
Background Documents (via website)	Cabinet Decision CAB03(20/21)
Author	Carol Bruce Tel: 033 022 23055
Contact	

Director of Property and Assets

Award of contract for construction of an All Weather Pitch at The Forest School, Horsham

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 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.

Decision by	Andrew Edwards - Director of Property and Assets
Date added	11 January 2021
Month	June 2021
Consultation/ Representations	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.
Background Documents (via website)	None
Author	Liam Hayward Tel: 033 022 22002
Contact	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 changes this agreement requires extending. The Director of Property and Assets will be asked to approve the extension to the pre-construction services agreement.

Decision by	Andrew Edwards - Director of Property and Assets
Date added	29 April 2021
Month	June 2021

Consultation/ Representations	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.
Background Documents (via website)	Cabinet Report CAB03(20/21)
Author	Carol Bruce Tel: 033 022 23055
Contact	Wendy Saunders Tel: 033 022 22553

Cabinet Member for Learning and Skills

Initial Consultation Process - Burgess Hill Free School Presumption Competition	
<p>In response to significant housing development to the North of Burgess Hill, known as the Burgess Hill Northern Arc, and a large number of smaller developments in the Haywards Heath and Hassocks area, it is necessary to commission a new all through free school (for children aged 4 – 16) with additional Early Years and Special Educational Needs and Disabilities facilities over two sites as part of the Northern Arc. Identifying a sponsor will be via a Local Authority led presumption competition process with the final decision taken by the Secretary of State for Education.</p> <p>The first stage is to commence an initial four-week consultation engaging with local education stakeholders to inform the proposed specification of the school and seek views on the education offer that could be provided to the children and young people in this new community and the wider South and Central Mid Sussex area.</p> <p>The Cabinet Member for Learning and Skills will be asked to approve the commencement of the initial consultation process.</p>	
Decision by	Cllr N Jupp - Cabinet Member for Learning and Skills
Date added	5 May 2021
Month	June 2021
Consultation/ Representations	<p>Consultation in accordance with the Department for Education Academy and Free School Presumption Guidelines, with</p> <ul style="list-style-type: none"> • Education stakeholders • Parents, staff and governors of local schools • Local councillors, MP • Dioceses and Multi Academy Trusts <p>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.</p>
Background Documents (via website)	None

Author	Vanessa Cummins Tel: 033 022 23046
Contact	Wendy Saunders Tel: 033 022 22553

Cabinet Member for Learning and Skills

Burgess Hill Northern Arc - New Secondary School - Allocation of Capital Funding for Design Fees

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.

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.

A feasibility study for building the new school has been commissioned through the County Council's Multi-Disciplinary Consultant (MDC), Faithful+Gould Ltd. The school is proposed to open in September 2024; therefore following the conclusion of the feasibility study the detailed design phase will need to follow without delay.

Following conclusion of the feasibility stage, the Cabinet Member for Learning and Skills will be asked to approve the allocation of the funds required to enable the project to be designed fully including the submission of a planning application.

Decision by	Cllr N Jupp - Cabinet Member for Learning and Skills
Date added	14 May 2021
Month	June 2021
Consultation/ Representations	Schools Parents and local residents Parish and District Councils 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
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 the expansion of Palatine Primary School

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.

Decision by	Andrew Edwards - Director of Property and Assets
Date added	4 January 2021
Month	July 2021
Consultation/ Representations	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.
Background Documents (via website)	None
Author	Paul Hemming Tel: 033 022 23519
Contact	Wendy Saunders - Tel: 033 022 22553

Director of Education and Skills

Award of a Pseudo-Dynamic Purchasing System for Independent Alternative Provision for children with Special Educational Needs and Disabilities (SEND)

In March 2021 the Cabinet Member for Education and Skills approved the commencement of a procurement process for a new Pseudo-Dynamic Purchasing System (P-DPS), to enable Independent Alternative Provision (IAP) which is non-regulated and supports the educational requirements of individual children with SEND to be commissioned.

As part of the decision the Cabinet Member also delegated authority to the Director of Education and Skills to implement the P-DPS for the supply of IAP (decision [ES16\(20/21\)](#) refers).

The procurement is being undertaken and, on conclusion, the Director of Education and Skills will be asked to award the contracts to providers that meet the criteria and standards required to join the P-DPS.

Decision by	Paul Wagstaff - Director of Education and Skills
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Date added	28 May 2021
Month	July 2021
Consultation/ Representations	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
Background Documents (via website)	Cabinet Member Decision ES16 (20/21)
Author	
Contact	Wendy Saunders Tel: 033 022 22553

Community Support, Fire and Rescue

None

Environment and Climate Change

Cabinet Member for Environment and Climate Change

West Sussex Minerals and Waste Development Scheme 2021-2024	
<p>The County Council is required to prepare a Minerals and Waste Development Scheme, which sets out how the County Council will prepare the minerals and waste local plans and other policy documents over a rolling three-year period. The current Scheme covers the period 2020-2023 and needs to be updated.</p> <p>The Cabinet Member for Environment and Climate Change will be asked to approve the West Sussex Minerals and Waste Development Scheme 2021-2024.</p>	
Decision by	Cllr Urquhart - Cabinet Member for Environment and Climate Change
Date added	15 March 2021
Month	June 2021
Consultation/ Representations	<p>South Downs National Park Authority</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>
Background Documents (via website)	None

Author	Rupy Sandhu Tel: 033 022 26454
Contact	Judith Shore Tel: 033 022 26052

Director of Environment and Public Protection

Award of contract for grid connection cabling works at the Halewick Lane Battery Storage project	
<p>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. In an earlier phase of work the site was cleared of derelict buildings and prepared for installation of the new infrastructure.</p> <p>The Cabinet Member for Environment and Climate Change delegated authority to the Director of Environment and Public Protection to commence procurement for and to award a grid connection cabling contract. The procurement process has now concluded, and the Director will be asked to award the contract for the cabling works to join the Halewick Lane site to the Worthing grid.</p>	
Decision by	Steve Read - Director of Environment and Public Protection
Date added	28 May 2021
Month	June 2021
Consultation/ Representations	<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 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	Tom Coates Tel: 033 022 26458
Contact	Judith Shore Tel: 033 022 26052

Finance and Property

Cabinet Member for Finance, Leader

Performance Monitor (Rolling Entry)	
<p>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 will be recommended to approve the Performance Monitor and any items of financial and performance management within the Monitor.</p>	
Decision by	CLLr Marshall - Leader

	Cllr Hunt - Cabinet Member for Finance
Date added	1 April 2020
Month	Before March 2022
Consultation/ Representations	Representation can be made 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

Review of Property Holdings (Rolling Entry)	
<p>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.</p> <p>Reports pertaining to this rolling Forward Plan entry will be published between 01 April 2020 and 31 March 2021.</p>	
Decision by	Cllr Hunt - Cabinet Member for Finance
Date added	1 April 2020
Month	Before March 2022
Consultation/ Representations	Local Members Representation can be made via the officer contact.
Background Documents (via website)	None
Author	Elaine Sanders Tel: 033 022 25605
Contact	Suzannah Hill Tel. 033 022 22551

Cabinet

Emergency Central Government Funding (Rolling Entry)
<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</p>

appropriate use of funds received.

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.

Decision by	CAB - Cabinet
Date added	25 February 2020
Month	Before March 2022
Consultation/ Representations	Representation can be made via the officer contact.
Background Documents (via website)	None
Author	Tony Kershaw Tel: 033 022 22662
Contact	Erica Keegan Tel: 033 022 26050

Highways and Transport

Cabinet Member for Highways and Transport

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. The IPS will sit within and contribute towards the County Council's wider transport, economic, community, environment, and health strategies.</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 Cabinet Member for Highways and Transport will be asked to approved a revised Integrated Parking Strategy.</p>	
Decision by	Cllr J Dennis - Cabinet Member for Highways and Transport
Date added	19 February 2020
Month	June 2021
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 Transport, 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

Cabinet Member for Highways and Transport

West Sussex County Council Vehicle Removal Policy	
<p>As part of the implementation of Civil Parking Enforcement (CPE), the County Council has previously requested from the Department for Transport the powers to remove, store and dispose of vehicles in contravention of parking restrictions and, although granted, it was agreed that the use of these powers would be subject to further approval from the Cabinet Member for Highways and Infrastructure.</p> <p>With CPE now more established and generally accepted in West Sussex, it is considered that vehicle removal could be a more appropriate tool for vehicles parked in contravention. It is considered appropriate to enact those powers as well as seek DVLA approval to devolve powers to the County Council to take enforcement action against individuals with untaxed vehicles.</p> <p>A Vehicle Removal Policy would concern vehicles parked in contravention in the following circumstances:</p> <ul style="list-style-type: none"> • Persistent evader vehicles found parked in contravention • Fraudulent use of disabled persons parking blue badges or an article that purports to be a disabled blue badge • Parked using a fraudulent on-street parking permit, voucher or pay and display parking ticket, inclusive of cashless parking sessions and virtual permits. • Parked in a manner that causes serious obstruction to emergency services and other road users • Abandoned and Untaxed Vehicles <p>The Cabinet Member for Highways and Transport will be asked to approve a Vehicle Removal Policy for West Sussex and seek DVLA approval to take enforcement action against individuals with untaxed vehicles.</p>	
Decision by	Cllr J Dennis - Cabinet Member for Highways and Transport
Date added	1 December 2020
Month	June 2021
Consultation/ Representations	<p>District and Borough Councils Sussex Police</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>

Background Documents (via website)	None
Author	Miles Davy Tel: 033 022 26688
Contact	Judith Shore Tel: 033 022 26052

Cabinet Member for Highways and Transport

West Sussex Transport Plan - Consultation Draft	
<p>The West Sussex Transport Plan (the County Council's main policy on transport and a statutory document) is being reviewed to update the County Council's strategic approach to investment in the transport network up to 2036.</p> <p>The new Transport Plan will build on the three previous Plans and take account of the current policy context and creation of new funding streams and strategic partners. The Transport Plan is also expected to build on the Local Plans prepared by the Local Planning Authorities which guide decision-making on new developments.</p> <p>The Cabinet Member for Highways and Transport will be asked to approve the draft West Sussex Transport Plan for consultation.</p>	
Decision by	Cllr J Dennis - Cabinet Member for Highways and Transport
Date added	29 April 2021
Month	June 2021
Consultation/ Representations	<p>Environment and Communities Scrutiny Committee - 9 June 2021</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>
Background Documents (via website)	None
Author	Darryl Hemmings Tel: 033 022 26437
Contact	Judith Shore Tel: 033 022 26052

Cabinet Member for Highways and Transport

West Sussex Bus Services Enhanced Partnership	
<p>In 'Bus Back Better – National Bus Strategy for England' the Government requires Local Transport Authorities (LTAs) to commit to establishing Enhanced Partnerships with bus companies to deliver Bus Service Improvement Plans from April 2022.</p> <p>The Enhanced Partnerships must be signed up to by the parties before July 2021 in order for the bus companies and the LTAs to continue to receive bus related COVID recovery funding and the Bus Services Operators Grant.</p>	

The Cabinet Member for Highways & Transport will be asked to commit to establishing a statutory Enhanced Partnership with local bus companies.

Decision by	Cllr J Dennis - Cabinet Member for Highways and Transport
Date added	26 May 2021
Month	June 2021
Consultation/ Representations	Bus companies 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.
Background Documents (via website)	None
Author	Bill Leath Tel: 033 022 25438
Contact	Judith Shore Tel: 033 022 26052

Public Health and Wellbeing

None

Support Services and Economic Development

Interim Director of Human Resources and Organisational Development

Award of Contract: Occupational Health Contract	
<p>An occupational health service forms part of the Councils' overall health and wellbeing strategy and ensures there are systems in place so that employees' health and wellbeing is well supported and that managers can make informed decisions on the fitness of employees to work.</p> <p>As part of Key Decision ECR03 20-21, the Cabinet Member for Economy and Corporate Resources endorsed the commencement of a procurement for a new Occupational Health contract and delegated authority to Interim Director of Human Resources and Organisational Development to award the contract.</p> <p>Following the completion of the procurement, the Interim Director of Human Resources and Organisational Development will be asked to award the contract to the highest scoring bidder that meets the Council's requirements.</p>	
Decision by	Sue Evans - Interim Director of Human Resources and Organisational Development

Date added	8 March 2021
Month	June 2021
Consultation/ Representations	Legal, finance and procurement advisers. Stakeholders including schools.
Background Documents (via website)	None
Author	Colin Chadwick Tel: 033 022 23283
Contact	Suzannah Hill Tel. 033 022 22551

Executive Director Place Services

Burgess Hill Place and Connectivity Programme A2300 Improvements: Endorsement Additional Improvements and Allocation of Funding	
<p>In March 2019 a Leader Decision approved the Burgess Hill Place and Connectivity Programme (LDR09 18.19), funding allocation, delivery mechanism and governance for projects to be progressed by the County Council, allowing delegated authority to the Executive Director of Place Services to progress the projects subject to business case.</p> <p>A business case has been drawn up for pedestrian, cycle and Public Rights of Way improvements within the A2300 corridor additional to those being delivered through the existing A2300 Corridor Improvements Scheme. The additional routes will provide improved access to existing and proposed employment areas, the Northern Arc and the wider Public Rights of Way network.</p> <p>The Executive Director Place Services will be asked to support the additional pedestrian, cycle and Public Rights of Way Improvements within the A2300 corridor and agree the allocation of £2.1m of Burgess Hill Place and Connectivity Programme Local Government Funding grant for the delivery of the improvements.</p>	
Decision by	Lee Harris - Executive Director Place Services
Date added	25 February 2021
Month	June 2021
Consultation/ Representations	<p>Burgess Hill Growth Board; Cabinet Member for Support Services and Economic Development; Cabinet Member for Environment and Climate Change and local members.</p> <p>Representations concerning this proposed decision can be made to the Executive Director of Place Services, 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	Paul Jackson-Cole Tel: 033 022 25445

Contact	Suzannah Hill Tel: 033 022 22551
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Director of Finance and Support Services

Award of Contract(s) Information Technology Services	
<p><i>In December 2020 the Cabinet Member for Economy & 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.</i></p> <p><i>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, Telephony, Cloud Hosting and Infrastructure and Application Management Services. In accordance with the decision a procurement exercise is being undertaken.</i></p> <p><i>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.</i></p>	
Decision by	Katharine Eberhart - Director of Finance and Support Services
Date added	14 April 2021
Month	June 2021
Consultation/ Representations	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.
Background Documents (via website)	None
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