

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 sitting in public. The meetings are also 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 and Property reviews the Council’s budget position and may take adjustment decisions. A similar monthly review of Council property and assets is carried out and may lead to decisions about them. These are noted in the Forward Plan as ‘rolling decisions’.

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

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

For questions contact Katherine De La Mora on 033 022 22535, email katherine.delamora@westsussex.gov.uk.

Published: 1 September 2022

Adults Services

Director of Adults and Health

YMCA Blended Counselling Contract Extension

The Contract with YMCA Downlink to provide Blended Counselling began in November 2018, to run three years until October 2021, with the facility for a 2 year extension.

The contract is monitored quarterly by the Children and Young People Joint Commissioning Unit and has been fully funded through Clinical Commissioning Group (CCG) which is then recharged to West Sussex County Council.

Blended Counselling is a key component of West Sussex's Emotional Wellbeing Offer and throughout 2022-20223 YMCA Downlink will have a lead role in the implementation of the new West Sussex Single Point of Advice (SPOA).

The NHS have agreed ongoing funding for the proposed extension period.

The Director of Adults and Health is requested to extend the contract with YMCA Downlink to supply Blended Counselling for children aged 11-18 in West Sussex by applying the +2 year extension provision in the contract until 31st October 2023.

Decision by	Director of Adults and Health (Alan Sinclair)
Date added	23 February 2022
Month	September 2022
Consultation/ Representations	Representations concerning this proposed decision can be made via the officer contact.
Background documents (via website)	None
Author	Linda Jones Tel: 033 022 28559
Contact	Erica Keegan Tel: 033 022 26050

Cabinet Member for Adults Services

Short Break Services for Family and Friend Carers (Adults) Procurement

The Cabinet Member for Adults Services will be asked to consider the re-commissioning of a range of short break services for those providing care and support to an adult with frailty/living with dementia. The current configuration of services that provide short break services are in the final year of contractual agreement with the County Council. The intention is that provision will re-focus on the different needs of these carers across the county, following a period of lockdowns/pandemic.

Short Break Services for Family and Friends Carers will be part of a range of options that carers will be able to choose from and refer themselves into so as to gain a break. The services will usually be aimed at the 'cared for person' and include:

- Regular activity-based sessions away from the home environment e.g. outings or clubs that are based at a venue. Weekday, weekend or evening provision
- One to one support at home and trips out

There may also be other services that involve the carer and cared for enjoying outings/activities together as carers value being out of the house as valuable respite from daily routine.

The Cabinet Member for Adult Services will be asked to agree the commencement of a procurement process that will follow the principles of good outcomes, quality of service, value for money and additional social capital when evaluating tenders and delegate authority to the Director of Adults and Health to award the contract(s).

Decision by	Cabinet Member for Adults Services (Councillor Amanda Jupp)
Date added	17 June 2022
Month	September 2022
Consultation/ Representations	<p>Extensive stakeholder consultation, including all partners on the Carers Strategic Partnership Group. Carer Support West Sussex has undertaken on our behalf questionnaires and focus groups specifically around day breaks for carers.</p> <p>Representations concerning this proposed decision can be made to the Cabinet Member for Adults Services via the officer contact.</p>
Background documents (via website)	None
Author	Mark Greening Tel: 033 022 23758
Contact	Erica Keegan Tel: 033 022 26050

Director of Adults and Health

Deprivation of Liberty Safeguards (DoLS) Direct Award: Action First Assessments

Deprivation of Liberty Safeguards ('DoLS') is the legal framework that protects people's human rights if they are deemed to be 'deprived of liberty' in a hospital or care home. To meet high levels of demand for DoLS assessments, West Sussex County Council uses a range of in-house and externally commissioned DoLS assessors. From Autumn 2019 a significant tranche of this work has been carried out by a national provider: Action First Assessments Ltd, via a framework agreement created by Nottinghamshire County Council.

Approval for this arrangement was initially agreed until 31/03/21. The agreement was then extended for a further period until 31/08/22. The Nottinghamshire CC framework agreement has now ended and therefore West Sussex County Council is seeking to directly award the contract from 31/08/22.

Future contracting decisions are being made in the context of legal changes which will be implemented in the coming years. These changes will replace DoLS with a new legal framework: the Liberty Protection Safeguards. As yet government have not confirmed an implementation date but this new scheme could come into effect from October 2023 onwards.

To deliver business as usual DoLS workload and manage waiting lists ahead of the legal changes, the Director of Adults and Health will be asked to approve a direct contract award for a further 19 months until 31st March 2024. This will ensure continuity of service. A revised timetable will allow the County Council to review viability of future delivery models and explore opportunities to enhance the service offer to meet increased customer need.

Decision by	Director of Adults and Health (Alan Sinclair)
Date added	18 July 2022
Month	September 2022
Consultation/ Representations	Representations concerning this proposed decision can be made via the officer contact.
Background documents (via website)	None
Author	Loretta Rogers Tel: 033 022 27985
Contact	Erica Keegan Tel:033 022 26050

Director of Adults and Health

Integrated Community Equipment Service Contract Award

West Sussex County Council (WSSCC) has a contract with NRS Healthcare for the provision of Community Equipment Services. Community equipment (such as beds, chairs, perching stools and mattresses) is widely recognised as a cost-effective method of meeting eligible social care need and evidence suggests it is also effective in preventing, reducing and delaying the need for ongoing care, reducing unplanned admissions and enabling people to remain safe and independent in their own homes.

The existing service expires on 31st March 2023. It is led and managed, via section 75 agreement, between West Sussex County Council and West Sussex CCG on behalf of the health and social care system. The annual cost, currently budgeted between £9-10 million, is split almost equitably between Health and Social Care. All equipment is prescribed by a range of professionals and attributable cost of each piece depends on circumstances, such as the location of the customer and the type of equipment.

Following the decision taken to re-commission, to provide an all age countywide Integrated Community Equipment Service, it is proposed that once the tender process is complete the Director of Adults and Health will be asked to award the contract to the most economically advantageous bidder.

Decision by	Director of Adults and Health (Alan Sinclair)
Date added	28 February 2022
Month	October 2022
Consultation/ Representations	Representations, on the proposed decision, can be made via the officer contact by the beginning of the month in which the decision will be taken.
Background documents (via website)	None
Author	Chris Jones Tel: 0330 022 28249
Contact	Erica Keegan Tel: 033 022 26050

Director of Adults and Health

Short Break Services for Family and Friends Carers (Adults) Award of Contract(s)

A range of short break services for those providing care and support to an adult with frailty/living with dementia are in the process of being recommissioned. The current configuration of services that provide short break services are in the final year of contractual agreement with the County Council. The intention is that provision will re-focus on the different needs of these carers across the county, following a period of lockdowns/pandemic.

Short Break Services for Family and Friends Carers will be part of a range of options that carers will be able to choose from and refer themselves into so as to gain a break. The services will usually be aimed at the 'cared for person' and include:

- Regular activity-based sessions away from the home environment e.g. outings or clubs that are based at a venue. Weekday, weekend or evening provision
- One to one support at home and trips out

There may also be other services that involve the carer and cared for enjoying outings/activities together as carers value being out of the house as valuable respite from daily routine.

Following the Cabinet Member for Adult Services decision on the commencement of a procurement process, that will follow the principles of good outcomes, quality of service, value for money and additional social capital when evaluating tenders, the Director of Adults and Health will be asked to award the contract(s).

Decision by	Director of Adults and Health (Alan Sinclair)
Date added	16 June 2022
Month	December 2022
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	Mark Greening Tel: 033 022 23758
Contact	Erica Keegan Tel:033 022 26050