

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.
Lead officer (report 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.

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Finance and Property

Property and Assets (Rolling Entry)	
<p>The Council Plan sets out the Council’s ambition to minimise the burden of local taxation, delivering the agreed priorities for residents within the approved budget and capital programme. The Council maintains an Asset Management Policy and Strategy that details how the Council’s Assets will be managed and developed to deliver against the targets within the Council Plan. An objective of the Asset Management Strategy is to acquire, manage, maintain and dispose of property effectively, efficiently and sustainably, together with optimising financial and commercial opportunities.</p>	
Decision by	Cabinet Member for Finance and Property (Cllr Jeremy Hunt)
Date added	1 April 2023
Month	Between April 2023 and March 2024
Consultation/ Representations	Local members Representation can be made via the officer contact.
Background documents (via website)	None
Lead officer (report author)	Elaine Sanders Tel: 033 022 25605
Contact	Suzannah Hill Tel: 033 022 22551

Performance and Resources Report - Quarter 4 2022/23	
<p>The Performance and Resources Report (PRR) details the Council’s position in relation to revenue and capital spending, budget planning, workforce projections, performance and risk management by portfolio against the County Council’s priorities. The Leader, Cabinet Member for Finance & Property, or Cabinet will be recommended to approve the PRR and any decisions required in relation to budget (revenue or capital), resources and performance management.</p>	
Decision by	Cabinet
Date added	13 April 2023
Month	June 2023
Consultation/ Representations	<p>The following will be consulted:</p> <p>All Scrutiny Committees Cabinet</p> <p>Representations concerning this proposed decision can be made to the decision-maker via the report author, by the beginning of the month in which the decision is due to be taken.</p>

Background documents (via website)	None
Lead officer (report author)	Fiona Morris Tel: 033 022 23811
Contact	Natalie Jones-Punch Tel: 033 022 25098

Support Services and Economic Development

Award of Contract: Data Archiving Solution for SAP	
<p>In preparation for decommissioning of the SAP Enterprise Resource Planning System (when replaced with Oracle Fusion via the SmartCore programme), the Council has undertaken a procurement process for a data archive solution to retain historic Finance, Human Resources and Procurement records in line with data retention obligations.</p> <p>Decision SSED02 22-23 delegated authority to the Director of Finance & Support Services to award the decision.</p>	
Decision by	Director of Finance and Support Services (Taryn Eves)
Date added	7 July 2022
Month	May 2023
Consultation/ Representations	SME's within the Business, Market suppliers. Representation can be made via the officer contact.
Background documents (via website)	None
Lead officer (report author)	Stewart Laird Tel: 033022 25310
Contact	Suzannah Hill Tel: 033 022 22551

**Endorsement: West Sussex County Council Digital Infrastructure Strategy
2023-2030**

Our [Council Plan \(2021-2025\)](#) and [Economy Plan \(2021-2024\)](#) contain strategic commitments to improve digital infrastructure in the County. These are being delivered by the council's Digital Infrastructure Team which is working with District and Borough councils to achieve county-wide coverage of gigabit-capable broadband and accelerate investment in infrastructure that can enable innovation ecosystems, action on climate change, habitat restoration and better public services.

New technologies are emerging, government focus and funding is increasingly prioritising innovation to support the country's economic growth and the council is keen to show its continued leadership of the digital agenda to attract inward investment and support the county's economy.

The Digital Infrastructure Strategy (2023-2030) will set out in more detail what the council intends to do to ensure connectivity is future-ready and capable of underpinning a strong and vibrant economy that attracts businesses and people to visit, live and work in West Sussex.

The Strategy will also serve to invite partners in Government, the telecoms market, industry and academia to collaborate creatively with the County Council to drive digital connectivity forward at scale and pace.

The Cabinet will be asked to Endorse the West Sussex County Council Digital Infrastructure Strategy 2023-2030.

Decision by	Cabinet
Date added	
Month	July 2023
Consultation/ Representations	No consultees currently identified Representations concerning this proposed decision can be made to the decision-maker via the report author, by the beginning of the month in which the decision is due to be taken.
Background documents (via website)	None
Lead officer (report author)	Sarah Bazen Tel: 033 022 22374
Contact	Natalie Jones-Punch Tel: 033 022 25098