



Forward Plan of Key Decisions

Explanatory Note

The County Council must give at least 28 days' notice of all key decisions to be taken by members or officers. The Forward Plan includes all key decisions and the expected month for the decision to be taken over a four-month period. Decisions are categorised in the Forward Plan according to the [West Sussex Plan](#) priorities of:

- Best Start in Life
- A Prosperous Place
- A Safe, Strong and Sustainable Place
- Independence in Later Life
- A Council that Works for the Community

The Forward Plan is updated regularly and key decisions can be taken daily. Published decisions are available via this [link](#). The Forward Plan is available on the County Council's website www.westsussex.gov.uk and from Democratic Services, County Hall, West Street, Chichester, PO19 1RQ, all Help Points and the main libraries in Bognor Regis, Crawley, Haywards Heath, Horsham and Worthing.

Key decisions are those which:

- Involve expenditure or savings of £500,000 or more (except decisions in connection with 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	The title of the decision, a brief summary and proposed recommendation(s)
Decision By	Who will take the decision
West Sussex Plan priority	See above for the five priorities contained in the West Sussex Plan
Date added to Forward Plan	The date the proposed decision was added to the Forward Plan
Decision Month	The decision will be taken on any working day in the month stated
Consultation/ Representations	Means of consultation/names of consultees and/or dates of Select Committee meetings and how to make representations on the decision and by when
Background Documents	What documents relating to the proposed decision are available (via links on the website version of the Forward Plan). Hard copies of background documents 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

For questions about the Forward Plan contact Helena Cox on 033022 22533, email helena.cox@westsussex.gov.uk.

Published: 13 November 2018

Forward Plan Summary

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

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 Best Start in Life			
5	Executive Director Economy, Infrastructure and Environment	Award of Contract for expansion of Crawley Down Primary School	November 2018
5	Executive Director Economy, Infrastructure and Environment	Award of Contract for the expansion of St Mary's Catholic Primary School, Bognor Regis	November 2018
6	Cabinet Member for Education and Skills	Expansion of Bourne Community College	November 2018
7	Executive Director Economy, Infrastructure and Environment	Award of Contract for the expansion of Bourne Community College	November 2018
8	Executive Director Children, Adults, Families, Health and Education	Award of Dynamic Purchasing System Agreements	December 2018
8	Cabinet Member for Education and Skills	Proposed increase in space at Manor Green Primary School, Crawley	December 2018
9	Cabinet Member for Education and Skills	School Funding 2019/20	January 2019
 A Prosperous Place			
10	Cabinet Member for Highways and Infrastructure	Policy on Commuted Sums for maintaining infrastructure in association with S278 and S38 Highway Agreements	November 2018
11	Cabinet Member for Highways and Infrastructure	Strategic Transport Investment Programme (2018/2019)	November 2018
12	Cabinet Member for Highways and Infrastructure	Procurement of new Highways Contract	November 2018
13	Cabinet Member for Highways and Infrastructure	Update of the Surface Water Management Policy	November 2018
14	Director of Hghways and Transport	Award of design contract for the A2300 Corridor Improvements	November 2018

14	Cabinet Member for Highways and Infrastructure	Extension to Interim Highways Contract	December 2018
15	Cabinet Member for Highways and Infrastructure	A29 Realignment Scheme	December 2018
16	Cabinet Member for Highways and Infrastructure	Gatwick Airport Draft Master Plan 2018: Approval of Consultation Response	January 2019
17	Cabinet Member for Highways and Infrastructure	Guidance on Parking in New Developments	February 2019



A Strong, Safe and Sustainable Place

18	Cabinet Member for Environment	Soft Sand Review - Issues and Options Consultation (Regulation 18 stage)	December 2018
19	Cabinet Member for Environment	Halewick Lane Energy Storage Project	March 2019



Independence in Later Life - none



A Council that works for the Community

20	Cabinet Member for Finance and Resources, Leader	Total Performance Monitor (Rolling Entry)	Between April 2018 and April 2019
21	Cabinet Member for Finance and Resources	Review of Property Holdings (Rolling Entry)	Between September 2018 and September 2019
22	Cabinet Member for Finance and Resources	Procurement of Outdoor Media Services	November 2018
22	Cabinet Member for Corporate Relations	Procurement of a Microsoft Enterprise Service Agreement	November 2018
23	Executive Director Children, Adults, Families, Health and Education	Approval of Contract Variations Regarding the Review of Charges for the Care and Support at Home Framework	November 2018
24	Director of Adult Services	Procurement of a Direct Payment Support Service	November 2018
25	Cabinet Member for Adults and Health	Procurement of Mortuary Services for West Sussex	December 2018
26	Cabinet Member for	Community Hubs	December

	Safer, Stronger Communities		2018
27	Cabinet	Approval of the County Council's Revenue Budget 2019/20 and Capital Programme 2019/20 to 2023/24	January 2019
Strategic Budget Options 2019/20			
28	Cabinet Member for Environment	Funding for Recycling Credits	November 2018
29	Cabinet Member for Children and Young People	Provision of accommodation for Care Leavers	November 2018
29	Cabinet Member for Education and Skills	Creation of additional Special Support Centres	November 2018
30	Cabinet Member for Highways and Infrastructure	Passenger Transport (Bus) Strategy and Supported Services Review	December 2018
31	Cabinet Member for Highways and Infrastructure	On-street parking to support traffic management	December 2018
32	Cabinet Member for Children and Young People	Alterations to the Integrated Prevention and Earliest Help Service	December 2018
33	Cabinet Member for Adults and Health	Housing Related Support	December 2018
34	Cabinet Member for Adults and Health	Minimum Income Guarantee for Working Age Adults	December 2018
35	Cabinet Member for Adults and Health	Local Assistance Network (LAN)	December 2018

Best Start in Life

Executive Director Economy, Infrastructure and Environment

Award of Contract for expansion of Crawley Down Primary School	
<p>Due to growing demand for school places in the Crawley Down area there is a need to expand the local Primary School to accommodate additional pupils. The Cabinet Member for Education and Skills will be asked to approve the allocation of funds required to enable the expansion to proceed and to delegate authority to the Executive Director of Economy, Infrastructure and Environment to award the contracts for the works.</p> <p>Following receipt of this approval from the Cabinet Member, the Executive Director of Economy, Infrastructure and Environment will be asked to award the construction contract to expand Crawley Down Primary School.</p>	
Decision By	Lee Harris - Executive Director Economy, Infrastructure and Environment
West Sussex Plan priority	Best Start in Life
Date added to Forward Plan	17 April 2018
Decision Month	November 2018
Consultation/ Representations	<p>Executive Director Children, Adults, Families, Health and Education</p> <p>Representations concerning this proposed decision can be made to the Executive Director Economy, Infrastructure and Environment, 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	Rob White Tel: 033 022 23045
Contact	Wendy Saunders Tel: 033 022 22553

Executive Director Economy, Infrastructure and Environment

Award of Contract for the expansion of St Mary's Catholic Primary School, Bognor Regis	
<p>Due to growing demand for school places in the Bognor Regis area there is a need to expand St Mary's Catholic Primary School to accommodate additional pupils. The Cabinet Member for Education and Skills will be asked to approve the allocation of funds required to enable the expansion to proceed and to delegate authority to the Executive Director of Economy, Infrastructure and Environment to award the contracts for the</p>	

works.

Following receipt of this approval from the Cabinet Member, the Executive Director of Economy, Infrastructure and Environment will be asked to award the construction contract to expand St Mary's Catholic Primary School.

Decision By	Lee Harris - Executive Director Economy, Infrastructure and Environment
West Sussex Plan priority	Best Start in Life
Date added to Forward Plan	17 April 2018
Decision Month	November 2018
Consultation/ Representations	Executive Director Children, Adults, Families, Health and Education Representations concerning this proposed decision can be made to the Executive Director Economy, Infrastructure and Environment, 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	Rob White Tel: 033 022 23045
Contact	Wendy Saunders Tel: 033 022 22553

Cabinet Member for Education and Skills

Expansion of Bourne Community College	
<p>The County Council has a statutory duty to provide sufficient school places for all children who need a place. Due to the growing demand for school places, in March 2017 the Cabinet Member for Finance and Resources approved an expansion of Bourne Community College to increase the admission number from 150 pupils in each year group to 180 pupils in each year group with effect from September 2019.</p> <p>The Cabinet Member for Education and Skills will be asked to approve the allocation of the funds required to enable the project to proceed.</p>	
Decision By	Mr Burrett - Cabinet Member for Education and Skills
West Sussex Plan priority	Best Start in Life
Date added to Forward Plan	20 March 2018
Decision Month	November 2018
Consultation/	School

Representations	<p>Parents and local residents Parish and District Councils Cabinet Member for Finance and Resources</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 Report FIN09(16/17)
Author	Leigh Hunnikin Tel: 033 022 23051
Contact	Wendy Saunders Tel: 033 022 22553

Executive Director Economy, Infrastructure and Environment

Award of Contract for the expansion of Bourne Community College	
<p>Due to growing demand for school places there is a need to expand Bourne Community College to accommodate additional pupils. The Cabinet Member for Education and Skills will be asked to approve the allocation of funds required to enable the expansion to proceed and to delegate authority to the Executive Director of Economy, Infrastructure and Environment to award the contracts for the works.</p> <p>Following receipt of this approval from the Cabinet Member, the Executive Director of Economy, Infrastructure and Environment will be asked to award the construction contract to expand Bourne Community College.</p>	
Decision By	Lee Harris - Executive Director Economy, Infrastructure and Environment
West Sussex Plan priority	Best Start in Life
Date added to Forward Plan	17 April 2018
Decision Month	November 2018
Consultation/ Representations	<p>Executive Director Children, Adults, Families, Health and Education</p> <p>Representations concerning this proposed decision can be made to the Executive Director Economy, Infrastructure and Environment, 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	Leigh Hunnikin Tel: 033 022 23051
Contact	Wendy Saunders Tel: 033 022 22553

Executive Director Children, Adults, Families, Health and Education

Award of Dynamic Purchasing System Agreements

The County Council has a statutory responsibility to ensure the sufficiency of a variety of accommodation based services for children, young people and young adults. This responsibility includes children who are looked after (CLA), those with special educational needs and disabilities (SEND), care leavers, those on the edge of care, unaccompanied asylum seekers (UASC) and those at risk of homelessness.

Whilst the County Council provides some of these services, the demand is such that a significant number of placements have to be purchased from the external market and evaluation shows this is a trend expected to continue.

In July 2018 the Cabinet Member for Children and Young People and the Cabinet Member for Education and Skills jointly approved the procurement of a Dynamic Purchasing System (DPS), to facilitate the purchasing of placements for individual children from providers of accommodation based services including independent foster and residential care and independent and non-maintained special schools, as and when they are required. The term of the DPS is to be 7 years in total, starting on 1 March 2019 and concluding on 28th February 2026. The Cabinet Members also delegated authority to a responsible officer to implement the DPS.

A procurement process has taken place and the Executive Director Children, Adults, Families, Health and Education will be asked to approve the commencement of awards to providers qualified to join the DPS.

Decision By	- Executive Director Children, Adults, Families, Health and Education
West Sussex Plan priority	Best Start in Life
Date added to Forward Plan	12 November 2018
Decision Month	December 2018
Consultation/ Representations	Representations concerning this proposed decision can be made to the Executive Director, 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 Report
Author	Stuart Gibbons Tel: 033 022 226218
Contact	Wendy Saunders - 033 022 22553

Cabinet Member for Education and Skills

Proposed increase in space at Manor Green Primary School, Crawley

The County Council has a statutory duty to provide sufficient school places for all children who need a place. The County Council has been closely monitoring the number of pupils across the county and this number has been rising for the last five years, including the number of children with Special Educational Needs and Disabilities (SEND).

Manor Green Primary School in Crawley, a school which caters for children with a wide range of SEND, has admitted increasing numbers of children in recent years. The School requires expansion to provide additional teaching space to accommodate the growing pupil population; it is intended that this additional space will be in place for September 2019.

This proposal will be the subject of a public consultation during October and November 2018. Following assessment of the outcome of the consultation the Cabinet Member for Education and Skills will be asked to decide whether the expansion should proceed.

Decision By	Mr Burrett - Cabinet Member for Education and Skills
West Sussex Plan priority	Best Start in Life
Date added to Forward Plan	16 October 2018
Decision Month	December 2018
Consultation/ Representations	<p>A public consultation exercise with parents, education stakeholders and the wider community will be completed during October and November 2018. This complies with statutory guidance published by the Department for Education.</p> <p>A summary of responses will be available on the County Council website upon completion of the consultation exercise.</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)	Public Consultation
Author	Vanessa Cummins Tel: 033 022 23046
Contact	Wendy Saunders - 033 022 22553

Cabinet Member for Education and Skills

School Funding 2019/20

In September 2017 the Government announced its plans to allocate funding to Local Authorities (LAs) for Schools and High Needs through a new National Funding Formula (NFF). It is the long term intention for mainstream schools to receive this funding directly from Government, and this could happen as early as 2021/22. Until then the County Council is responsible for distributing funding to schools through its locally agreed formula. The County Council needs to review its local formula factors and unit values for the allocation of funding to mainstream schools to determine how best to

make changes to move towards full NFF implementation.

Finance regulations require that schools and academies are consulted about any proposals to change the local formula or other funding arrangements that may affect future school funding. Formal consultation with schools and academies about proposed changes for 2019/20 is taking place during November 2018 before a report is considered by the Schools Forum at its meeting in December.

Along with proposals to change the local formula, the consultation will also cover the potential transfer of funds from both the Schools block and Early Years block to the High Needs block to address cost pressures in this budget.

Following analysis of the responses from schools to the consultation proposals and the outcome of the consultation with the Schools Forum the Cabinet Member will be asked to consider whether to approve the changes to the distribution of funding for 2019/20.

Decision By	Mr Burrett - Cabinet Member for Education and Skills
West Sussex Plan priority	Best Start in Life
Date added to Forward Plan	
Decision Month	January 2019
Consultation/ Representations	All West Sussex Maintained Schools and Academies Schools Forum - 6th December 2018 and 21st January 2019 Children and Young People's Services Select Committee - 10th January 2019 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)	DfE School Funding 2019/20 Operational Guidance
Author	Graham Olway Tel: 033 022 223029
Contact	Wendy Saunders - 033 022 22553

A Prosperous Place

Cabinet Member for Highways and Infrastructure

Policy on Commuted Sums for maintaining infrastructure in association with S278 and S38 Highway Agreements

In association with development proposals, third parties enter into agreements with the Council under Section 278 and Section 38 of the Highways Act 1980. These agreements enable them to make modifications to the existing public maintainable highway and also to offer up new highways for adoption by the County Council. Where

this infrastructure will create an additional maintenance burden on the authority, commuted sums are secured for the future maintenance of the asset that is being adopted.

The policy on commuted sums provides clarity on the Council's approach and which assets will attract commuted sums. It will reflect current rates for maintenance of the various assets.

The Cabinet Member for Highways and Infrastructure will be recommended to adopt the policy on commuted sums as the Council's approach to securing contributions for the future maintenance of assets adopted under S278 and S38 Highway Agreements.

Decision By	Mr Elkins - Cabinet Member for Highways and Infrastructure
West Sussex Plan priority	A Prosperous Place
Date added to Forward Plan	7 August 2018
Decision Month	November 2018
Consultation/ Representations	<p>Internally with officers in the highways and transport, finance, and legal services teams</p> <p>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.</p>
Background Documents (via website)	None
Author	Andrew Howick Tel: 033 022 25704
Contact	Judith Shore Tel: 033 022 26052

Cabinet Member for Highways and Infrastructure

Strategic Transport Investment Programme (2018/2019)

In July 2013, the Council established a Strategic Transport Investment Programme (STIP) to identify and develop strategic (i.e. larger than local) transport schemes that are needed to support sustainable economic growth in the county. A long list of potential schemes was identified at that time, largely building on technical work to prepare local plans and these schemes were prioritised.

The STIP has been reviewed periodically since 2013 and consideration is again being given to adding new priorities for investment and also removing schemes that are no longer considered to be priorities. Consultation has taken place with elected members and other stakeholders who were invited to put forward suggestions to inform the review. As the majority of funding for strategic transport projects will be subject to scheme appraisal in line with Department for Transport guidance, any new potential priorities will be appraised using a similar standardised approach.

The Cabinet Member for Highways and Infrastructure will be provided with an update on

progress with current priorities and recommended to approve a revised Strategic Transport Investment Programme list of priorities, including the need for feasibility work on schemes in 2019/20.

Decision By	Mr Elkins - Cabinet Member for Highways and Infrastructure
West Sussex Plan priority	A Prosperous Place
Date added to Forward Plan	7 August 2018
Decision Month	November 2018
Consultation/ Representations	Local Members, Local Planning Authorities and other key stakeholders were invited to put forward suggestions 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	Paul Eagle Tel: 033 022 25298
Contact	Judith Shore Tel: 033 022 26052

Cabinet Member for Highways and Infrastructure

Procurement of new Highways Contract

The Highways Maintenance Term Contract is used to deliver a range of statutory highways maintenance services and the existing contract expires on 31 March 2019. The length and scope of the contract and the detailed terms will be developed using a commissioning based approach.

The Cabinet Member will be asked to:

- (1) approve the commencement of a procurement process for a new Highways Maintenance Term Contract, to commence on expiry of the current contract; and
- (2) delegate authority to the Director of Highways and Transport to enter into the contract, and to extend if appropriate, in accordance with the Council's Standing Orders on Procurement and Contracts.

Decision By	Mr Elkins - Cabinet Member for Highways and Infrastructure
West Sussex Plan priority	A Prosperous Place
Date added to Forward Plan	29 August 2018
Decision Month	November 2018

Consultation/ Representations	Environment, Communities and Fire Select Committee All-member briefing Executive Director Economy, Infrastructure and Environment Director of Finance, Performance and Procurement Director of Law and Assurance 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	Chris Barrett Tel: 033 022 26707
Contact	Judith Shore Tel: 033 022 26052

Cabinet Member for Highways and Infrastructure

Update of the Surface Water Management Policy	
<p>The Surface Water Management Policy was adopted in August 2017 and is an important regulatory tool against which planning applications can be challenged. At the request of engineering colleagues in the West Sussex Districts and Borough councils, the County Council as Lead Local Flood Authority (LLFA) was requested to write further guidance relating to non-major developments (notably householder extensions and housing developments of less than 10 properties). The Policy has been reviewed over the past 9 months and consulted upon internally and externally.</p> <p>The Cabinet Member for Highways and Infrastructure will be asked to approve the adoption of the updated Surface Water Management Policy.</p>	
Decision By	Mr Elkins - Cabinet Member for Highways and Infrastructure
West Sussex Plan priority	A Prosperous Place
Date added to Forward Plan	17 July 2018
Decision Month	November 2018
Consultation/ Representations	District and Borough Councils, internal consultation with Director of Highways and Transport and Executive Director for Economy, Infrastructure and Environment 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)	West Sussex (LLFA) Policy for the Management of Surface Water

Author	Ray Drabble Tel: 033 022 24077
Contact	Judith Shore Tel: 033 022 26052

Director of Hghways and Transport

Award of design contract for the A2300 Corridor Improvements	
<p>The Department for Transport has provided £1.7m of Local Growth Fund to assist with the design and development of the A2300 corridor improvements following the submission of an outline transport business case for the scheme by the County Council in June 2018.</p> <p>In May 2018, the Cabinet Member for Highways and Infrastructure delegated authority to the Director of Highways and Transport to tender, procure and award the services of Design and Build and Contract Administration from the approved list of contractors on the Highways and Transport Frameworks. [Ref: HI03 (18/19)] A competitive tender exercise has been undertaken and the Director of Highways and Transport will award the design contract to the selected contractor.</p>	
Decision By	Mr Elkins - Director of Hghways and Transport
West Sussex Plan priority	A Prosperous Place
Date added to Forward Plan	26 October 2018
Decision Month	November 2018
Consultation/ Representations	<p>Executive Director Economy, Infrastructure and Environment Director of Highways and Transport</p> <p>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.</p>
Background Documents (via website)	None
Author	Hiong Ching Hii Tel: 033 022 22636
Contact	Judith Shore Tel: 033 022 26052

Cabinet Member for Highways and Infrastructure

Extension to Interim Highways Contract
<p>The Highway Maintenance Contract is used to deliver a range of statutory highway maintenance services and the existing, interim, contract will expire before a new contract can be put in place. The contract needs to be extended to allow the procurement of a new contract to be effectively processed and completed.</p>

The Cabinet Member will be asked to:

- (1) approve the extension of the current interim contract with Balfour Beatty Living Places; and
- (2) delegate authority to the Director of Highways and Transport to finalise the terms and award the interim contract, and to extend further if appropriate, in accordance with the Council's Standing Orders on Procurement and Contracts.

Decision By	Mr Elkins - Cabinet Member for Highways and Infrastructure
West Sussex Plan priority	A Prosperous Place
Date added to Forward Plan	13 November 2018
Decision Month	December 2018
Consultation/ Representations	Executive Director of Economy, Infrastructure and Environment Director of Finance, Performance and Procurement Director of Law and Assurance 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	Chris Barrett Tel: 033 022 26707
Contact	Judith Shore Tel: 033 022 26052

Cabinet Member for Highways and Infrastructure

A29 Realignment Scheme

The proposed A29 Realignment Scheme would deliver a ~4km bypass to the east of Eastergate, Westergate and Woodgate villages. The new road alignment would provide the highway infrastructure needed to mitigate the impacts of planned strategic development of 30ha of employment land and 3,720 new homes in the area. Along with alleviating problems of traffic congestion along the existing A29, notably at the Woodgate level crossing which causes delays on a key access route to Bognor Regis.

To date, West Sussex County Council has commissioned the consultants WSP to carry out a Route Option Review of the A29 Realignment Scheme, develop the preliminary design and Full Business Case (FBC). The previously submitted Strategic Outline Business Case to the Coast to Capital Local Enterprise Partnership (LEP) allocated in principle £13m of Local Growth fund to the scheme, subject to submission and approval of a FBC.

The Cabinet Member will be recommended to approve that the FBC is submitted

	to Coast to Capital LEP, commence public consultation in spring 2019 and commence the procurement process to select a contractor for the next stage of the project.
Decision By	Mr Elkins - Cabinet Member for Highways and Infrastructure
West Sussex Plan priority	A Prosperous Place
Date added to Forward Plan	16 October 2018
Decision Month	December 2018
Consultation/ Representations	<p>Consultation with internal departments and external stakeholders. Full public consultation in spring 2019</p> <p>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.</p>
Background Documents (via website)	None
Author	Elaine Martin Tel: 033 022 24105
Contact	Judith Shore Tel: 033 022 26052

Cabinet Member for Highways and Infrastructure

Gatwick Airport Draft Master Plan 2018: Approval of Consultation Response
<p>Gatwick Airport Limited (GAL) has revised the non-statutory Gatwick Airport Master Plan, setting out its vision about how the airport can meet growing demand for air travel and deliver global connections into the early 2030s. The draft of the new Master Plan was published for comment on 18 October 2018 for 12 weeks until 10 January 2019.</p> <p>The new Master Plan, which will replace the current 2012 Master Plan, explains how Gatwick would develop and grow, balancing economic growth and environmental impact. It sets out the plan for the next five years together with three growth scenarios looking 5-15 years ahead to 2032. The scenarios, which could be taken forward separately or in combination, are: increase capacity using the existing main runway; bring the existing standby (or emergency) runway into routine use alongside the main runway; and continue to safeguard land for an additional runway to the south (while not actively pursuing one at this stage).</p> <p>GAL considers that the proposals are in line with the Government's policy for making best use of existing runways and that it will deliver highly-productive, incremental new capacity with minimal environmental impact, to complement expansion schemes at other airports across the South East (including a third runway at Heathrow).</p> <p>The draft Master Plan also contains environmental information as well as information on economic and employment strategies and community engagement strategies. A number of questions have been posed by GAL as part of the consultation.</p>

The Cabinet Member for Highways and Infrastructure will be asked to approve the County Council's formal response to the consultation.

Decision By	Mr Elkins - Cabinet Member for Highways and Infrastructure
West Sussex Plan priority	A Prosperous Place
Date added to Forward Plan	1 November 2018
Decision Month	January 2019
Consultation/ Representations	Internal with officers and members. Environment, Communities and Fire Select Committee on 6 December 2018 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	Mike Elkington Tel: 033 022 26463
Contact	Judith Shore Tel: 033 022 26052

Cabinet Member for Highways and Infrastructure

Guidance on Parking in New Developments

The Council provides guidance on parking in new residential and commercial developments to inform the determination of planning applications by Local Planning Authorities (LPA). It addresses the amount of car and cycle parking that is expected to be provided and includes advice to developers and the LPAs on the highway impacts of parking provision in new developments.

The current guidance was last reviewed in 2010 (residential), and 2003 (commercial). There is a need to review the current guidance to ensure it is fit for purpose, up to date and consistent with current national planning policy and guidance. A review of the current guidance has been undertaken in consultation with the LPAs to provide an updated evidence base and recommendations on which the new guidance will be based.

The Cabinet Member for Highways and Infrastructure will receive a report on the review of current guidance and be asked to approve the Council's updated Guidance on Parking in New Developments.

Decision By	Mr Elkins - Cabinet Member for Highways and Infrastructure
West Sussex Plan priority	A Prosperous Place
Date added to	7 August 2018

Forward Plan	
Decision Month	February 2019
Consultation/ Representations	Local Planning Authorities in West Sussex 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	Paul Eagle Tel: 033 022 25298
Contact	Judith Shore Tel: 033 022 26052

A Strong, Safe and Sustainable Place

Cabinet Member for Environment

Soft Sand Review - Issues and Options Consultation (Regulation 18 stage)	
<p>The County Council, in partnership with the South Downs National Park Authority, is required to undertake a single issue Soft Sand Review of the West Sussex Joint Minerals Local Plan (JMLP). The timetable to undertake the Review is set out in the County Council's approved Minerals and Waste Development Scheme (the statutory management plan). Informal public consultation (Regulation 18) is timetabled to take place during January–March 2019.</p> <p>The Review will consider the demand and supply of soft sand required during the plan period (to 2033), and how this demand will be met, including the potential need for site allocations. An Issues and Options consultation document will seek the views on the options for meeting the demand for soft sand. The results of the consultation, and further technical work, will inform the preparation of the Proposed Submission Draft document, which will identify the proposed changes to the relevant sections of the JMLP.</p> <p>The Cabinet Member for Environment will be asked to approve the Issues and Options consultation document in December, for publication in January 2019.</p>	
Decision By	Mrs Urquhart - Cabinet Member for Environment
West Sussex Plan priority	A Strong, Safe and Sustainable Place
Date added to Forward Plan	9 October 2018
Decision Month	December 2018
Consultation/ Representations	Internal with planning officers in the County Council and the South National Park Authority prior to the Key Decision being

	<p>taken.</p> <p>There will be full public consultation on the Issues & Options Document in January 2019, in line with the Minerals and Waste Development Scheme.</p> <p>Representations concerning this proposed decision can be made to the Cabinet Member for Environment, 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, Democratic Services Officer Tel: 0330 22 26052

Cabinet Member for Environment

Halewick Lane Energy Storage Project	
<p>The project forms part of the agreed objectives of the Your Energy Sussex (YES) partnership by increasing and enabling the expansion of renewable energy generation in the county as well as developing the low carbon economy and reducing CO₂ emissions. It also supports the outcomes identified in the approved Energy Strategy. The project will also facilitate a much needed re-development of the site, with the existing buildings being demolished and the site fully secured. The site has in recent years suffered problems with safety, break-ins and vandalism.</p> <p>Since 1 April 2014 the YES team has been working to develop a significant pipeline of energy related projects including:</p> <ul style="list-style-type: none"> • The imminent completion of Westhampnett solar farm with 4 mega-watts of energy storage on site, • Development of Tangmere Solar farm, which is now complete, • Installation of commercial scale PV (photovoltaic) systems on schools and third party roofs including at Goodwood Aerodrome, • PV systems for 225 houses owned by Crawley Borough Council, and • For Adur & Worthing councils, installation of gas central heating systems in houses served by a newly installed gas main. <p>Generation of income for all the energy schemes will be achieved through the Council's energy purchaser (N-Power) selling power on its behalf, maximising the income opportunities available as an energy generator. The dual expansion of solar generation and stand-alone battery storage is a key part of the YES energy project pipeline, with solar farms and battery storage continuing to represent a relatively low risk investment for capital.</p> <p>The Cabinet Member will be asked to approve the development of the previous Sompting Waste Destructor site (Halewick Lane, Sompting) into a battery storage facility.</p>	
Decision By	Mrs Urquhart - Cabinet Member for Environment
West Sussex Plan priority	A Strong, Safe and Sustainable Place

Date added to Forward Plan	14 August 2018
Decision Month	March 2019
Consultation/ Representations	Member for Sompting and North Lancing, Sompting Parish Council, District councillors, resident engagement session planned for North Lancing and surrounding area, South Downs National Park Authority Representations concerning this proposed decision can be made to the Cabinet Member Environment, via the officer contact, by the beginning of the month in which the decision is due to be taken.
Background Documents (via website)	Full planning documentation (when submitted - October 2018)
Author	Tom Coates Tel: 033 022 26458
Contact	Judith Shore Tel: 033 022 26052

Independence in Later Life

None

A Council that works for the Community

Cabinet Member for Finance and Resources, 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	Mr Hunt - Cabinet Member for Finance and Resources Ms Goldsmith - Leader
West Sussex Plan priority	A Council that works for the Community
Date added to Forward Plan	6 April 2018
Decision Month	Between April 2018 and April 2019
Consultation/ Representations	Cabinet Board; Performance and Finance Select Committee where possible. Representations concerning this proposed decision can be made

	to the Leader and/or the Cabinet Member for Finance and Resources, via the officer contact.
Background Documents (via website)	None
Author	Fiona Morris Tel: 033 022 23811
Contact	Suzannah Hill 033 022 22551

Cabinet Member for Finance and Resources

Review of Property Holdings (Rolling Entry)	
<p>As part of its capital programme management the Council continually reviews its property estate and those assets which are likely to become surplus to operational requirements, i.e. no longer needed. In addition the Council acquires or develops assets to meet statutory and service requirements as well as the Council's wider purposes, including investment or to promote social and economic development opportunities. From time to time these activities give rise to decisions to purchase, dispose of or to develop an asset. As a result of this continuous review the Cabinet Member is making a number of decisions about property. Details of these will be included in individual decision reports.</p>	
Decision By	Mr Hunt - Cabinet Member for Finance and Resources
West Sussex Plan priority	A Council that Works for the Community
Date added to Forward Plan	25 September 2018
Decision Month	Between September 2018 and September 2019
Consultation/ Representations	<p>Cabinet Board; Performance and Finance Select Committee where possible.</p> <p>Representations concerning this proposed decision can be made to the Leader and/or the Cabinet Member for Finance and Resources, via the officer contact.</p>
Background Documents (via website)	None
Author	Lee Harris Tel: 033 022 24846
Contact	Suzannah Hill 033 022 22551

Cabinet Member for Finance and Resources

Procurement of Outdoor Media Services
The Council has a revenue generation target for outdoor media services. This involves

utilising County Council land capacity for the purposes of offering outdoor media development opportunities, in line with local planning consent, to third party providers. In order to realise and maximise the revenue generation opportunity the Council has analysed the land it owns, adjacent to key highways and population areas where outdoor media would be viable.

To maximise the use of this land and potential revenue, the Council intends to grant a lease/licence of specific sites to a Service Provider to facilitate advertising and/or sponsorship revenue through the use of outdoor media infrastructures, at appropriate sites in the county.

The Cabinet Member for Finance and Resources will be asked to approve the commencement of a procurement process for the above outlined services and utilisation of specific sites.

Decision By	Mr Hunt - Cabinet Member for Finance and Resources
West Sussex Plan priority	A Council that works for the Community
Date added to Forward Plan	2 July 2018
Decision Month	November 2018
Consultation/ Representations	Local members, Cabinet Member for Highways and Infrastructure and West Sussex Estates Team. Representations concerning this proposed decision can be made to the Cabinet Member for Finance and Resources, 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	Angela Redman Tel: 033 022 22404
Contact	Suzannah Hill Tel: 033 022 22548

Cabinet Member for Corporate Relations

Procurement of a Microsoft Enterprise Service Agreement

The County Council uses Microsoft products to provide critical IT capabilities, including Microsoft Office products, Windows operating system usage on laptops, mobile devices and other equipment, security software and products for technical management of equipment and software.

The Council's IT Strategy 2016-2020 set out an intent that the Council would implement the Microsoft Office 365 product set which is hosted from within the Microsoft cloud. The migration to Office 365 has begun and is due for completion by March 2019.

Licensing for Microsoft products is procured via a Microsoft Enterprise Service Agreement (ESA). The current ESA will terminate at the end of March 2019. A new ESA is required for a three-year period from the end of March 2019.

Pricing of Microsoft products for UK government use is agreed with Microsoft at the national level and applies to all UK government contracts with Microsoft. An early agreement to renew the ESA in March 2019 may enable the Council to avoid scheduled price increases due before then.

Microsoft do not sell direct to customers. Instead licence acquisition is achieved via licenced resellers whose main function is to provide advice and guidance around appropriate licence structures. It is estimated that the total value of the contract would be approximately £5m over 3 years.

The Cabinet Member will be asked to:

- (1) approve the commencement of the procurement process for renewing Microsoft licensing; and to
- (2) delegate authority to the Director of Finance, Performance and Procurement to enter into the contract.

Decision By	Mr Lanzer - Cabinet Member for Corporate Relations
West Sussex Plan priority	A Council that Works for the Community
Date added to Forward Plan	23 October 2018
Decision Month	November 2018
Consultation/ Representations	Jeremy Hunt, Cabinet Member for Finance and Resources 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	Roland Mezulis Tel: 033 022 22103
Contact	Suzannah Hill 033 022 22551

Executive Director Children, Adults, Families, Health and Education

Approval of Contract Variations Regarding the Review of Charges for the Care and Support at Home Framework

The Care and Support at Home Framework for the commissioning of care for people living in their own home, incorporates a mechanism for providers on the framework to submit a request to review charges where there has been an unexpected and exceptional change in market factors or in the circumstances of the Service Provider which has led to a significant change in costs of the Service Provider since its appointment to the Framework.

Since the incorporation of this mechanism within the contract, a number of providers have applied to the Council to increase contracted charges and have evidenced the contractual requirements in relation to the review of charges.

The Executive Director for Children, Adults, Families, Health & Education will be asked to approve the contract variation of charges resulting from the applications from providers under this Framework Agreement.

Decision By	- Executive Director Children, Adults, Families, Health and Education
West Sussex Plan priority	A Council That Works For the Community
Date added to Forward Plan	9 October 2018
Decision Month	November 2018
Consultation/ Representations	Interim Director of Adults Services
Background Documents (via website)	None
Author	Juliette Garrett Tel: 033 022 223748
Contact	Erica Keegan Tel: 033 022 26050

Director of Adult Services

Procurement of a Direct Payment Support Service

The County Council is committed to giving customers choice and control over their support services; one method of enabling this is through Direct Payments, where the customer receives a cash allocation to purchase support to meet their assessed care and support needs. A Direct Payment Support service is required to ensure that people can receive the appropriate advice and support to make the best use of their money, including the employment of a Personal Assistant.

Following Cabinet Member decision, in February 2018, to commence a competitive procurement exercise for a Direct Payment and Personal Budget Support Service and to delegate responsibility to award the contract to the Director of Adult Services (Reference Cabinet Member Decision Report AH6 17.18.) the Director of Adult Services now seeks to award the contract.

A robust open tender procurement process in compliance with West Sussex County Council Standing Orders on Procurement and Contracts has been undertaken. The procurement attracted a good number of competitive bids which have been evaluated robustly on both technical and financial aspects. Prior to commencement of evaluation, it was agreed that the contractor submitting the most economically advantageous tender would be recommended for award of the contract and a successful bidder has been identified.

The Director of Adult Services seeks to award the contract to the successful bidder and to extend the contract, if appropriate, in accordance with the County Council's Standing Orders on Procurement and Contracts, subject to this being affordable within the limits of planned budgets.

Decision By	- Director of Adult Services
West Sussex Plan priority	A Council that Works for the Community
Date added to Forward Plan	1 November 2018
Decision Month	November 2018
Consultation/ Representations	Representations concerning this proposed decision can be made to the Director of Adult Services, via the officer contact, by the beginning of the month in which the decision is due to be taken.
Background Documents (via website)	Background to decision AH6 17-18 Report
Author	Liz Merrick Tel: 033 022 23733
Contact	Erica Keegan Tel: 033 022 26050

Cabinet Member for Adults and Health

Procurement of Mortuary Services for West Sussex	
<p>The County Council provides mortuary services throughout the county for the bodies of those who die in West Sussex where the death is referred to the Coroner. Current arrangements for this service are due to expire in 2019.</p> <p>An open procurement process to determine a future model for this provision has been undertaken by the County Council from May 2018. This process includes the option of a new mortuary built by a third party for use by the County Council to meet the service need.</p> <p>The Cabinet Member will be asked to agree proposals for future mortuary services for West Sussex and if appropriate to delegate authority to the Director of Communities to award a contract to the successful bidder for a design and build project to run from October 2018, subject to the submission of a satisfactory bid.</p> <p>The contract would need to overlap with the existing contracts to ensure the seamless provision of essential services during the design and any build phase. The existing contracts may be terminated on six months' notice once the progress of a design and build contract is clear and a date for the commencement of the new arrangement is established.</p>	
Decision By	Mrs Jupp - Cabinet Member for Adults and Health
West Sussex Plan priority	A Council that Works for the Community
Date added to Forward Plan	4 June 2018
Decision Month	December 2018

Consultation/ Representations	There has been market consultation with seven potential suppliers. Representations concerning this proposed decision can be made to the Cabinet Member for Adults and Health at County Hall, Chichester by the beginning of the month in which the decision is due to be taken.
Background Documents (via website)	Decision report SSC03 (18/19)
Author	Rachel North Tel: 033 022 22681
Contact	Erica Keegan Tel: 033 022 26050

Cabinet Member for Safer, Stronger Communities

Community Hubs	
<p>The County Council continues to explore opportunities for maximising the strengths of the County's communities and to make the most effective use of the spaces in our communities where services are provided.</p> <p>In Worthing over the last few months the views of residents and service users have been sought on ideas for remodelling the main library building and the services available within it. This is to include the transfer of services currently provided at the children and family centre. These proposals have received very positive support and are now ready to be described in more detail on order to secure the full engagement of members, residents and service users in the delivery of this project.</p> <p>The Cabinet Member will take a decision on the timing and form of the implementation of a plan to remodel Worthing library and for it to incorporate the services currently provided in the Worthing children and family centre and to become a more flexible and adaptable community hub.</p> <p>This project will also be used to help inform and support longer term plans to consider options for similar remodelling of County Council facilities and service buildings, focusing on libraries, children and family centres and other community based buildings to consider whether they can provide similar benefits as 'community hubs', whilst maximising the most effective use of the County Council estate.</p> <p>The strategy that will develop would recognise the critical role paid by libraries and children and family centres in local areas in providing information, places to connect people, support for residents in need and in building community resilience and capacity. The aim would also be to increase community engagement through redesigning these services with the communities who use them and incorporating space for community led activities and for partners to deliver their services locally.</p> <p>By bringing local services together and using council buildings more flexibly and effectively we should also realise financial benefits whilst improving our offer to local communities and protect these important services for the future of West Sussex.</p>	
Decision By	Ms Kennard - Cabinet Member for Safer, Stronger Communities
West Sussex Plan priority	A Council that Works for the Community
Date added to	1 November 2018

Forward Plan	
Decision Month	December 2018
Consultation/ Representations	Representations concerning the proposed decision can be made to the Cabinet Member for Safer, Stronger, Communities by the beginning of the month in which the decision is due to be taken.
Background Documents (via website)	
Author	Rachel North Tel: 033 022 22681
Contact	Erica Keegan Tel: 033 022 26050

Cabinet

Approval of the County Council's Revenue Budget 2019/20 and Capital Programme 2019/20 to 2023/24	
<p>The Budget report details the County Council's revenue budget, the level of council tax proposed for 2019/20, the nature of its expenditure, income and savings for a balanced budget. It will also outline the County Council's Capital Programme to cover the five year period 2019/20 to 2023/24, which will update the programme previously agreed by County Council.</p> <p>Cabinet will be asked to endorse the Revenue Budget and Capital Programme for approval at County Council on 15 February 2019.</p>	
Decision By	Mr Marshall, Mr Elkins, Mrs Urquhart, Mr Lanzer, Ms Goldsmith, Mr Burrett, Mrs Jupp, Ms Kennard, Mr Hunt - Cabinet
West Sussex Plan priority	A Council that Works for the Community
Date added to Forward Plan	12 November 2018
Decision Month	January 2019
Consultation/ Representations	<p>Performance and Finance Select Committee 17 January 2019 All Member Session – 9 January 2019</p> <p>Representations concerning this proposed decision can be made to the Cabinet, via the officer contact, by the beginning of the month in which the decision is due to be taken.</p>
Background Documents (via website)	Previous County Council Budget Books
Author	Steve Harrison Tel: 033 022 23391
Contact	Katherine De La Mora Tel: 033 022 22535

Strategic Budget Options 2019/20

As part of the County Council's budget process 2019/20 and in light of current financial challenges, Cabinet Members will be asked to determine various portfolio budget proposals as set out below.

Cabinet Member for Environment

Funding for Recycling Credits	
<p>The County Council must increase recycling and reduce the amount of residual waste. In order to increase the recycling rate the Council needs, together with district and borough partners, to work differently to make sure as much as possible is removed from the waste stream. By changing the way recycling services are funded, the aim is to drive change in the amount and variety of material collected for recycling. The County Council is working closely with district and borough partners to ensure this change has the desired effect and works towards a cleaner, greener, West Sussex.</p> <p>The Cabinet Member will be asked to approve changes to the funding arrangement with district and borough councils whilst maintaining the requirements of the Recycling Credit Provisions under the Environmental Protection (Waste Recycling) Payments (England) Regulations 2006.</p>	
Decision By	Mrs Urquhart - Cabinet Member for Environment
West Sussex Plan priority	A Strong, Safe and Sustainable Place
Date added to Forward Plan	29 August 2018
Decision Month	November 2018
Consultation/ Representations	<p>District and Borough Councils in West Sussex Environment, Communities and Fire Select Committee</p> <p>Representations concerning this proposed decision can be made to the Cabinet Member for Environment, 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	Kelly Goldsmith Tel: 033 022 27714
Contact	Judith Shore Tel: 033 022 26052

Cabinet Member for Children and Young People

Provision of accommodation for Care Leavers
The County Council has a statutory responsibility to provide a variety of accommodation

based services for children, young people and young adults. This responsibility extends beyond children who are looked after (CLA) and includes care leavers.

Whilst the County Council provides some of these services for care leavers a significant volume of accommodation is obtained via the external market. Due to the rising unit costs and a lack of a suitable supply it is proposed that the County Council makes arrangements to acquire properties suitable for care leavers. This would enable care leavers to develop personal skills, resilience and life experience to help them to progress in to the wider housing market.

The Cabinet Member for Children and Young People will be asked to agree proposals for the acquisition of appropriate properties to accommodate care leavers.

Decision By	Mr Marshall - Cabinet Member for Children and Young People
West Sussex Plan priority	Best Start in Life
Date added to Forward Plan	29 August 2018
Decision Month	November 2018
Consultation/ Representations	Internal advice Children and Young People's Services Select Committee – 31 st October 2018 Cabinet Member for Finance and Resources Representations concerning this proposed decision can be made to the Cabinet Member for Children and Young People, via the officer contact below, by the beginning of the month in which the decision is due to be taken.
Background Documents (via website)	None
Author	Stuart Gibbons Tel: 033 022 226218
Contact	Wendy Saunders Tel: 033 022 22553

Cabinet Member for Education and Skills

Creation of additional Special Support Centres

The West Sussex County Council Special Educational Needs and Disability (SEND) Strategy 2016-19 includes as one of its objectives 'To build a model of educational provision and support in West Sussex which enables young people, wherever possible, to live and go to school/college locally'.

In order to assist in achieving this objective it is proposed to increase the number of Special Support Centres (SSCs); SSCs are units attached to mainstream schools which provide additional support for children with various types of SEND. Provision of up to 11 new SSCs across the county will enable more children and young people with SEND to be educated locally and in mainstream education. It will also reduce the number of more costly out of county placements for pupils in the independent and non-maintained special schools sector.

The Cabinet Member for Education and Skills will be asked to agree the proposal to create up to 11 additional Special Support Centres in various locations across the county.

Decision By	Mr Burrett - Cabinet Member for Education and Skills
West Sussex Plan priority	Best Start in Life
Date added to Forward Plan	29 August 2018
Decision Month	November 2018
Consultation/ Representations	Schools 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 contacts below, by the beginning of the month in which the decision is due to be taken.
Background Documents (via website)	SEND Strategy 2016-19
Author	Helen Johns Tel: 07715 616560, Graham Olway Tel: 033 022 223029
Contact	Wendy Saunders Tel: 033 022 22553

Cabinet Member for Highways and Infrastructure

Passenger Transport (Bus) Strategy and Supported Services Review

The Cabinet Member established an Executive Task and Finish Group (TFG) in November 2017 to consider:

- the county-wide passenger transport strategy relating to buses
- the criteria by which the County Council intervenes in the bus market
- the application of the revised policy to the County Council's current level of investment into the bus market; and
- a review of how funding is spent across the county to allow residents to have equitable access

The TFG is due to meet in November 2018 and make recommendations to the Cabinet Member for consideration in December 2018.

Decision By	Mr Elkins - Cabinet Member for Highways and Infrastructure
West Sussex Plan priority	A Prosperous Place
Date added to Forward Plan	29 August 2018

Decision Month	December 2018
Consultation/ Representations	<p>Bus operators and key stakeholders Environment, Communities and Fire Select Committee Public consultation on the strategy and forthcoming impact consultation</p> <p>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.</p>
Background Documents (via website)	Documents arising from the Task and Finish Group process
Author	Bill Leath Tel: 033 022 25438
Contact	Judith Shore Tel: 033 022 26052

Cabinet Member for Highways and Infrastructure

On-street parking to support traffic management	
<p>Providing parking in a well-managed way helps to support local businesses, residents and communities. Road Space Audits are being used to identify where there is a need to implement better settlement wide parking solutions that support the County Council's aspirations in terms of economic development, improved safety and sustainable transport.</p> <p>The Cabinet Member will be asked to agree a parking management programme to implement on-street parking controls in various locations across the county and to review the operation of the parking service county-wide, including charges. Specific proposals for each settlement will be put to the Cabinet Member as they arise from the programme of Road Space Audits which is already underway. Road Space Audits will be progressively rolled out to the majority of urban areas across the county.</p>	
Decision By	Mr Elkins - Cabinet Member for Highways and Infrastructure
West Sussex Plan priority	A Prosperous Place
Date added to Forward Plan	29 August 2018
Decision Month	December 2018
Consultation/ Representations	<p>County Local Committees District and Borough Councils in West Sussex Environment, Communities and Fire Select Committee Local members, statutory public notices and website advertising proposed changes</p> <p>Representations concerning this proposed decision can be made to the Cabinet Member for Environment, 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 Davey Tel: 033 022 26688
Contact	Judith Shore Tel: 033 022 26052

Cabinet Member for Children and Young People

Alterations to the Integrated Prevention and Earliest Help Service	
<p>One of the external sources of funding for the Integrated Prevention and Earliest Help (IPEH) service is grant arising from the national Troubled Families initiative, which has supported the turn-around of families struggling with multiple and complex problems. This national programme is due to close in March 2020, with a tailing-off of grant receivable by the County Council starting in 2019/20.</p> <p>At the present time, no national successor initiatives have been announced, although strong representations have been made to central government about the continued need for an equivalent programme, both from this County Council and other local government organisations across the country.</p> <p>Due to this reduction in funding starting in 2019/20, it is proposed that a more targeted family support service is developed, aimed at supporting the most vulnerable and disadvantaged families within West Sussex. This will involve developing a revised service offer, and further work to ensure that the whole of IPEH's resource base is geared to the most efficient delivery of its objectives, so that the greatest number of families can continue to be helped.</p> <p>The Cabinet Member for Children and Young People will be asked to approve proposals to achieve a more bespoke service for IPEH, deliverable within a smaller budget.</p>	
Decision By	Mr Marshall - Cabinet Member for Children and Young People
West Sussex Plan priority	Best Start in Life
Date added to Forward Plan	29 August 2018
Decision Month	December 2018
Consultation/ Representations	<p>Staff, Unions, District and Borough Councils, other delivery partners. Service users where affected. Children and Young People's Services Select Committee – 31st October 2018</p> <p>Representations concerning this proposed decision can be made to the Cabinet Member for Children and Young People, via the officer contact below, by the beginning of the month in which the decision is due to be taken.</p>
Background Documents (via website)	None

Author	Hayley Connor Tel: 033 022 23792
Contact	Wendy Saunders Tel: 033 022 22553

Cabinet Member for Adults and Health

Housing Related Support	
<p>The County Council commissions a range of housing related support services through contracts with voluntary sector organisations. The services include specialist accommodation based schemes for residents who are risk of homelessness as well as non-accommodation services to residents living in community settings.</p> <p>These services used to be funded via a ring-fenced government grant as part of the Supporting People Programme. This was removed in 2011, and since then the Council has continued to fund services from its base budget. In view of the discretionary nature of many of the services involved, it is proposed that consideration be given to whether it is sustainable and appropriate to continue to fund some or all of these services. A process of engagement to gather evidence to inform this funding decision and to plan for its impact will finish on 3 December 2018.</p> <p>The County Council will be working closely with district and borough partners and the voluntary sector, throughout the engagement period, to look at how requirements can be met in the future. This work will ensure that the County Council's responsibilities for the care and wellbeing of vulnerable adults and children can be met in a coordinated way. The County Council will look at financial sustainability in the context of the range of other service responsibilities the councils carry and future pressures that have to be planned for.</p> <p>The Cabinet Member will be asked to consider the outcome of the engagement and proposals for the County Council's future funding arrangements for housing related support services from.</p>	
Decision By	Mrs Jupp - Cabinet Member for Adults and Health
West Sussex Plan priority	Strategic Budget Options 2019/20
Date added to Forward Plan	8 November 2018
Decision Month	December 2018
Consultation/ Representations	<p>District and Borough Councils/Voluntary Sector organisations/current providers</p> <p>Health and Adult Social Care Select Committee – 12 December 2018</p> <p>Representations should 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.</p>
Background Documents	None

(via website)	
Author	Mark Dow Tel: 033 022 27513
Contact	Erica Keegan Tel: 033 022 26050

Cabinet Member for Adults and Health

Minimum Income Guarantee for Working Age Adults	
<p>For West Sussex residents receiving publicly arranged care and support, the Care Act 2014 requires the County Council to ensure that they have sufficient money to cover day-to-day living costs. This is known as the Minimum Income Guarantee. Up until now, the County Council has set its level above the statutory minimum set by the Government, for those residents of working age (under 65 years). In view of the financial situation facing the County Council, a period of engagement with affected residents and stakeholders has been undertaken to consider the potential impact of reducing the level of Minimum Income Guarantee to the statutory level. The period of engagement will conclude on 3 December 2019.</p> <p>The Cabinet Member will consider the outcome of the engagement and consider whether financial assessment of customer contributions for working age adults receiving County Council arranged care and support, other than in a care home, will be based on the statutory Minimum Income Guarantee with effect from April 2019.</p>	
Decision By	Mrs Jupp - Cabinet Member for Adults and Health
West Sussex Plan priority	Strategic Budget Options 2019/20
Date added to Forward Plan	8 November 2018
Decision Month	December 2018
Consultation/ Representations	<p>Residents/Voluntary organisations</p> <p>Health and Adult Social Care Select Committee – 12 December 2018</p> <p>Representations concerning this proposed decision can be made to the Cabinet Member for Adults and Health at County Hall by the beginning of the month in which the decision is due to be taken.</p>
Background Documents (via website)	None
Author	Deborah Robinson Tel: 033 022 28413
Contact	Erica Keegan Tel: 033 022 26050

Cabinet Member for Adults and Health

Local Assistance Network (LAN)

The Council currently provides discretionary assistance to households in crisis situations through the Local Assistance Network (LAN). The LAN is delivered through a partnership with voluntary sector agencies which provide non cash based assistance, very largely on an 'in kind' basis, to households facing hardship as a result of a crisis or emergency.

The scheme was launched in 2013 when funding for discretionary welfare provision was 'ring-fenced' for this purpose. The LAN now falls entirely on the Council's base budget. In the current financial context it is not considered sustainable to maintain expenditure on the LAN at the current level and a reduction is therefore proposed. A period of engagement is being undertaken to gather evidence to inform this decision and to establish the priorities for the use of this funding going forward.

The Cabinet Member will be asked to consider the outcome of the engagement and whether County Council funding for the Local Assistance Network (LAN) should be reduced and to what level.

Decision By	Mrs Jupp - Cabinet Member for Adults and Health
West Sussex Plan priority	Strategic Budget Options 2019/20
Date added to Forward Plan	8 November 2018
Decision Month	December 2018
Consultation/ Representations	District and Borough Councils and Voluntary Sector Partners Health and Adult Social Care Select Committee – 12 December 2018 Representations concerning this proposed decision can be made to the Cabinet Member for Adults and Health by the beginning of the month in which the decision is due to be taken.
Background Documents (via website)	None
Author	Ivan Western Tel: 033 022 23740
Contact	Erica Keegan Tel: 033 022 26050