



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: 7 January 2019

Forward Plan Summary

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

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5	Executive Director Economy, Infrastructure and Environment	Award of Contract for the expansion of Bourne Community College	January 2019
6	Cabinet Member for Education and Skills	School Funding 2019/20	January 2019
7	Executive Director Economy, Infrastructure and Environment	Award of Contract for the expansion of St Mary's Catholic Primary School, Bognor Regis	January 2019
8	Director of Children and Family Services	Award of Dynamic Purchasing System Agreements	January 2019
9	Cabinet Member for Education and Skills	Woodlands Meed College Site, Burgess Hill - Allocation of Funding for Design Fees	January 2019
10	Executive Director Economy, Infrastructure and Environment	Completion of expansion works to Northgate Primary School	February 2019
10	Cabinet Member for Education and Skills	Expansion of Shelley Primary School, Broadbridge Heath	February 2019
11	Cabinet Member for Education and Skills	Expansion of Sompting Village Primary School	February 2019
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12	Executive Director Economy, Infrastructure and Environment	Award of Contract for the expansion of Shelley Primary School, Broadbridge Heath	February 2019
13	Executive Director Economy, Infrastructure and Environment	Award of Contract for the expansion of Sompting Village Primary School	February 2019
14	Cabinet Member for Education and Skills	Expansion of Manor Green Primary School, Crawley	March 2019
15	Director of Children and Family Services	Award of Contract for Integrated Child Psychology Service	March 2019
 A Prosperous Place			
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17	Leader	Burgess Hill Growth Programme - Approval of Place and Connectivity Programme Funding Agreement	January 2019
17	Cabinet Member for	A29 Realignment Scheme	January

	Highways and Infrastructure		2019
18	Cabinet Member for Highways and Infrastructure	Strategic Transport Investment Programme (2018/2019)	January 2019
19	Executive Director Economy, Infrastructure and Environment	Crawley Growth Programme: Eastern Gateway Scheme	February 2019
20	Director of Highways and Transport	Broadbridge Heath Major Highway Improvement Scheme	February 2019
21	Cabinet Member for Highways and Infrastructure	Highways and Infrastructure 2019/20 Forward Works Programmes and Annual Delivery Programme	February 2019
22	Cabinet Member for Highways and Infrastructure	Guidance on Parking in New Developments	March 2019



A Strong, Safe and Sustainable Place

23	Cabinet Member for Safer, Stronger Communities	Community Hubs	January 2019
24	Cabinet Member for Safer, Stronger Communities	Contract arrangements for Voluntary Sector Infrastructure (VCSI)	January 2019
25	Cabinet Member for Safer, Stronger Communities	Future Mobilisation Arrangements for West Sussex Fire and Rescue Service	January 2019
26	Executive Director Children, Adults, Families, Health and Education	Short Break Services for Family and Friends Carers (Adults)	January 2019
27	Cabinet Member for Adults and Health	Tobacco Control Strategy for West Sussex	January 2019
28	Director of Energy, Waste and Environment	Award of contract for the provision of Clinical Waste Services	February 2019
28	Cabinet Member for Environment	Halewick Lane Energy Storage Project	March 2019



Independence in Later Life

29	Cabinet Member for Adults and Health	Approval of the Vision and Strategy for Adult Social Care	January 2019
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A Council that works for the Community

31	Cabinet Member for Finance and Resources, Leader	Total Performance Monitor (Rolling Entry)	Between January 2019 and December 2019
31	Cabinet Member for Finance and Resources	Review of Property Holdings (Rolling Entry)	Between January 2019 and December 2019
32	Cabinet Member for	Procurement of Outdoor Media Services	January

	Finance and Resources		2019
33	Cabinet Member for Finance and Resources	Review of Fees and Charges 2019/20	February 2019
33	Cabinet	Approval of the County Council's Revenue Budget 2019/20 and Capital Programme 2019/20 to 2023/24	January 2019
34	Cabinet Member for Safer, Stronger Communities	Community Initiative Fund (CIF)	January 2019
35	Cabinet Member for Adults and Health	Contract arrangements for Community Advice (Citizens Advice)	January 2019
36	Cabinet Member for Adults and Health	Procurement of Mortuary Services for West Sussex	May 2019
Strategic Budget Options 2019/20			
37	Cabinet Member for Safer, Stronger Communities	Proposed Savings from the Communities and Public Protection budget for 2019/2020	January 2019

Best Start in Life

Cabinet Member for Education and Skills

Expansion works to Nyewood Junior School, Bognor Regis	
<p>The County Council has a statutory duty to provide sufficient school places for all children who need a place. Due to growing demand for school places in the Bognor Regis area, in 2015, following a public consultation, the Governing Body for Nyewood Junior School, agreed an expansion to increase the school's admission number from 75 pupils in each year group to 90 pupils in each year group. A new school hall is required to complete the expansion project and design work to enable the development of a new hall is underway .</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	27 November 2018
Decision Month	January 2019
Consultation/ Representations	<p>School, 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 author or officer contact, by the beginning of the month in which the decision is due to be taken.</p>
Background Documents (via website)	None
Author	Leigh Hunnikin Tel: 033 022 23051
Contact	Wendy Saunders - 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>	

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.

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	January 2019
Consultation/ Representations	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	Leigh Hunnikin Tel: 033 022 23051
Contact	Wendy Saunders Tel: 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

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 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 St Mary's Catholic 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	January 2019
Consultation/ Representations	

	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	Philippa Hind Tel: 033 022 23041
Contact	Wendy Saunders Tel: 033 022 22553

Director of Children and Family Services

Award of Dynamic Purchasing System Agreements	
<p>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.</p> <p>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.</p> <p>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 the Director of Children and Family Services to implement the DPS.</p> <p>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.</p>	
Decision By	- Director of Children and Family Services
West Sussex Plan priority	Best Start in Life
Date added to Forward Plan	12 November 2018
Decision Month	January 2019
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	Cabinet Member Decision Report

Documents (via website)	
Author	Stuart Gibbons Tel: 033 022 226218
Contact	Wendy Saunders - 033 022 22553

Cabinet Member for Education and Skills

Woodlands Meed College Site, Burgess Hill - Allocation of Funding for Design Fees	
<p>The SEND Strategy 2016-2019 aims to provide high quality local education provision for children and young people with SEND and optimise value for money from the High Needs Block of the Dedicated Schools Grant.</p> <p>Initial feasibility work has been undertaken on the potential options to improve accommodation for the 15-19 year-old pupils who attend Woodlands Meed, a Special School and College for 2-19 year-olds located in Burgess Hill. A preferred option will be proposed.</p> <p>Further detailed work will be required to progress the design, including the submission of a planning application and detailed designs allowing for works to be tendered to identify the full cost of the proposal. The Cabinet Member is asked to confirm the preferred option and to approve the arrangements required to enable the scheme to proceed subject to the inclusion of adequate funds in the Capital Programme at County Council in February 2019.</p>	
Decision By	Mr Burrett - Cabinet Member for Education and Skills
West Sussex Plan priority	Best Start in Life
Date added to Forward Plan	21 December 2018
Decision Month	January 2019
Consultation/ Representations	<p>School. 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 author or officer contact, by the beginning of the month in which the decision is due to be taken</p>
Background Documents (via website)	None
Author	Leigh Hunnikin Tel: 033 022 23051
Contact	Wendy Saunders - 033 022 22553

Executive Director Economy, Infrastructure and Environment

Completion of expansion works to Northgate Primary School

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 the Northgate area of Crawley an expansion project has been progressing at the school to enable the school to increase admission numbers from 60 pupils in each year group to 90 pupils in each year group.

The initial budget allocation to fund this project has proved to be insufficient to achieve all the works required for the school expansion. The Executive Director Economy, Infrastructure and Environment will therefore be asked to approve the expenditure of additional funding to enable the completion of the expansion works at Northgate Primary School.

Decision By	- Executive Director Economy, Infrastructure and Environment
West Sussex Plan priority	Best Start in Life
Date added to Forward Plan	14 December 2018
Decision Month	February 2019
Consultation/ Representations	Director of Education and Skills Representations concerning this proposed decision can be made to the Executive Director for Economy, Infrastructure and Environment via the author or officer contact, by the beginning of the month in which the decision is due to be taken
Background Documents (via website)	None
Author	Carol Bruce Tel: 033 022 23055
Contact	Wendy Saunders - 033 022 22553

Cabinet Member for Education and Skills

Expansion of Shelley Primary School, Broadbridge Heath

The County Council has a statutory duty to provide sufficient school places for all children who need a place. Due to growing demand for school places in the Broadbridge Heath area there is a need to expand the local Primary School to accommodate additional pupils. The expansion of Shelley Primary School in Broadbridge Heath from a 40 place admission (280 place) to a two form entry (420 place) primary school was endorsed in a previous decision by the Cabinet Member.

The Cabinet Member for Education and Skills will be asked to approve the allocation of the funds required to enable the expansion project to proceed.

Decision By	Mr Burrett - Cabinet Member for Education and Skills
West Sussex Plan priority	Best Start in Life

Date added to Forward Plan	4 December 2018
Decision Month	February 2019
Consultation/ Representations	School, parents and local residents, Parish and District Councils. Cabinet Member for Finance and Resources. Representations concerning this proposed decision can be made to the Cabinet Member for Education and Skills, via the author or officer contact, by the beginning of the month in which the decision is due to be taken
Background Documents (via website)	Decision ES14(12/13) Decision ES09(18/19)
Author	Leigh Hunnikin Tel: 033 022 23051
Contact	Wendy Saunders - 033 022 22553

Cabinet Member for Education and Skills

Expansion of Sompting Village Primary School	
<p>The County Council has a statutory duty to provide sufficient school places for all children who need a place. Due to growing demand for school places in the Sompting area there is a need to expand the local Primary School to accommodate additional pupils. In March 2017 the Cabinet Member for Finance approved an expansion of Sompting Village Primary School to increase its admission number from 60 pupils in each year group to 90 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 expansion 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	4 December 2018
Decision Month	February 2019
Consultation/ Representations	School, parents and local residents, Parish and District Councils. Cabinet Member for Finance and Resources. Representations concerning this proposed decision can be made to the Cabinet Member for Education and Skills, via the author or officer contact, by the beginning of the month in which the decision is due to be taken.
Background Documents (via website)	Decision Report FIN09 (16/17)

Author	Leigh Hunnikin Tel: 033 022 23051
Contact	Wendy Saunders - 033 022 22553

Executive Director Economy, Infrastructure and Environment

Award of Contract for the expansion works to Nyewood Junior School, Bognor Regis

Due to growing demand for school places, an expansion project was undertaken at Nyewood Junior School in 2015 to increase the published admission number from 75 to 90 places per year. A new school hall is required to complete the expansion. The Cabinet Member for Education and Skills will be asked to approve the allocation of funds required to enable the project to proceed and to delegate authority to the Executive Director of Economy, Infrastructure and Environment to award the contract for the 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 for the new hall for Nyewood Junior School.

Decision By	- Executive Director Economy, Infrastructure and Environment
West Sussex Plan priority	Best Start in Life
Date added to Forward Plan	14 December 2018
Decision Month	February 2019
Consultation/ Representations	Representations concerning this proposed decision can be made to the Executive Director Economy, Infrastructure and Environment, via the author or officer contact, by the beginning of the month in which the decision is due to be taken.
Background Documents (via website)	None
Author	Leigh Hunnikin Tel: 033 022 23051
Contact	Wendy Saunders - 033 022 22553

Executive Director Economy, Infrastructure and Environment

Award of Contract for the expansion of Shelley Primary School, Broadbridge Heath

Due to growing demand for school places there is a need to expand Shelley 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 contract for the 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 Shelley Primary School.

Decision By	- Executive Director Economy, Infrastructure and Environment
West Sussex Plan priority	Best Start in Life
Date added to Forward Plan	14 December 2018
Decision Month	February 2019
Consultation/ Representations	Representations concerning this proposed decision can be made to the Executive Director for Economy, Infrastructure and Environment via the author or officer contact, by the beginning of the month in which the decision is due to be taken.
Background Documents (via website)	None
Author	Leigh Hunnikin Tel: 033 022 23051
Contact	Wendy Saunders - 033 022 22553

Executive Director Economy, Infrastructure and Environment

Award of Contract for the expansion of Sompting Village Primary School

Due to growing demand for school places there is a need to expand Sompting Village 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 contract for the 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 Sompting Village Primary School.

Decision By	- Executive Director Economy, Infrastructure and Environment
West Sussex Plan priority	Best Start in Life
Date added to Forward Plan	14 December 2018
Decision Month	February 2019
Consultation/ Representations	Representations concerning this proposed decision can be made

	to the Executive Director, Economy, Infrastructure and Environment via the author or officer contact, by the beginning of the month in which the decision is due to be taken.
Background Documents (via website)	None
Author	Leigh Hunnikin Tel: 033 022 23051
Contact	Wendy Saunders - 033 022 22553

Cabinet Member for Education and Skills

Expansion of Manor Green Primary School, Crawley	
<p>The Special Educational Needs and Disability (SEND) Strategy 2016-2019 aims to provide high quality local education provision for children and young people with SEND and optimise value for money from the High Needs Block of the Dedicated Schools Grant. As part of the development of the SEND Strategy, the County Council has identified an increased demand for extra provision to meet two specific areas of SEND - Autistic Spectrum Condition and Social, Emotional and Mental Health.</p> <p>Following a review of current provision and anticipated future need, in early January 2019 the Cabinet Member for Education and Skills agreed a statutory notice to increase space at Manor Green Primary School in Crawley from September 2019. The school caters for a wide-range of Special Educational Needs, particularly for children with moderate and severe learning difficulties, complex social and communication difficulties or those who have been identified as having an Autistic Spectrum Condition. The increase in space would enable the school to increase planned places by 36 from 164 to 200.</p> <p>To accommodate the additional pupils two further classrooms will need to be built. The feasibility work for the project has now been completed. Following detailed design and a competitive tendering exercise the Cabinet Member 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	7 January 2019
Decision Month	March 2019
Consultation/ Representations	<p>School, parents and local residents, Borough Council. 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 author or officer contact, by the beginning of the month in which the decision is due to be taken</p>
Background Documents	Cabinet Member Decision Report

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

Director of Children and Family Services

Award of Contract for Integrated Child Psychology Service	
<p>The County Council procures, either individually or in partnership with local Clinical Commissioning Groups, a range of psychological support services which provide therapeutic interventions to vulnerable children and young people, including children looked after. Currently there are a number of contracts around provision of psychological support to various parts of Children's Services.</p> <p>The aspiration is to combine this suite of services and have a more integrated model of service for these vulnerable children via one contract. In June 2018 the Cabinet Member for Children and Young People approved the procurement of an Integrated Child Psychology Service, with the new contract due to commence in April 2019. The Cabinet Member also delegated authority to the Director of Children and Family Services to award the contract to the provider who submits the most economically advantageous tender and can best meet the quality and performance standards required.</p> <p>A procurement process is taking place. On completion, the Director of Children and Family Services will be asked to approve the award of contract for an Integrated Child Psychology Service to the provider who submits the most economically advantageous tender and can best meet the quality and performance standards required.</p>	
Decision By	- Director of Children and Family Services
West Sussex Plan priority	Best Start in Life
Date added to Forward Plan	4 January 2019
Decision Month	March 2019
Consultation/ Representations	<p>None</p> <p>Representations concerning this proposed decision can be made to the Director of Children and Family Services, via the author or officer contact, by the beginning of the month in which the decision is due to be taken.</p>
Background Documents (via website)	Cabinet Member Decision Report
Author	Mary Blanchard Tel: 033 022 25895
Contact	Wendy Saunders - 033 022 22553

Cabinet Member for Highways and Infrastructure

Gatwick Airport Draft Master Plan 2018: Approval of Consultation Response

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.

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).

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).

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.

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

Leader

Burgess Hill Growth Programme - Approval of Place and Connectivity Programme Funding Agreement

The Mid Sussex Growth Deal, WSCC working in partnership with Mid Sussex District Council, identifies a set of priorities for economic growth in the area. The Coast to Capital Local Enterprise Partnership (LEP) has approved an allocation of £10.9m of Local Growth Funding to support the delivery of growth in the area based on a business case that promotes the delivery of a Place and Connectivity Programme. A programme of measures has been prepared that meet the aspirations identified in the business case and was approved by the LEP Investment Committee in December 2018. This programme of measures requires a funding agreement to be completed to support subsequent delivery of schemes and drawdown of the Local Growth Funding allocated by the LEP.

The Leader will therefore be asked to agree the funding and resourcing arrangements to support the completion of a Funding Agreement with the LEP and subsequent delivery of the projects identified in the Burgess Hill Growth Programme – Place and Connectivity programme.

Decision By	Ms Goldsmith - Leader
West Sussex Plan priority	A Prosperous Place
Date added to Forward Plan	21 December 2018
Decision Month	January 2019
Consultation/ Representations	Local Members Representations can be made concerning this proposed decision to the Leader, 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	Duncan Barratt Tel: 033 022 23875
Contact	Katherine De La Mora Tel: 0330 022 22535

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	January 2019
Consultation/ Representations	Consultation with internal departments and external stakeholders. Full public consultation in spring 2019 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	Elaine Martin Tel: 033 022 24105
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	January 2019
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

Executive Director Economy, Infrastructure and Environment

Crawley Growth Programme: Eastern Gateway Scheme

The approved Crawley Growth Programme identifies that there is scope to secure significant growth in Crawley. The Programme has a total value in excess of £60m and is supported by funding allocations from a number of partners including the Coast to Capital Local Enterprise Partnership (LEP), West Sussex County Council (WSSC), Crawley Borough Council (CBC) and.

A WSSC decision in December 2017 (OKD03 (17/18)) identified Eastern Gateway as a key project within the Crawley Growth Programme with a funding allocation of £8.35m. The project will provide sustainable transport infrastructure, highway and public realm improvements that improve connectivity and transform the quality of the living and business environment enabling the development of high quality jobs and homes.

The Executive Director of Economy, Infrastructure and Environment will be recommended to approve the procurement and delivery of the preferred scheme option.

Decision By	- Executive Director Economy, Infrastructure and Environment
West Sussex Plan priority	A Prosperous Place

Date added to Forward Plan	4 January 2019
Decision Month	February 2019
Consultation/ Representations	Public Engagement on Eastern and Station Gateway June 2018 Crawley Borough Council Members Local West Sussex County Council members Stakeholder engagement with key groups, partners and organisations Representations concerning this proposed decision can be made to the Executive Director of 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)	OKD03 (17/18) Crawley Growth Programme
Author	Duncan Barratt Tel: 033 022 23875
Contact	Katherine De La Mora Tel: 033 022 22535

Director of Highways and Transport

Broadbridge Heath Major Highway Improvement Scheme	
<p>The Newbridge and Farthings Hill junction improvements form part of the West of Horsham transport improvement package funded through developer Section 106. The improvements include alterations to the layouts of the junctions, new connector road (Newbridge) new pedestrian and cycle facilities and new traffic signal crossing provision.</p> <p>In May 2018, the Cabinet Member for Highways and Infrastructure approved (www2.westsussex.gov.uk the commencement of the tender process to secure a Build Contractor and delegated authority to the Director of Highways & Transport to appoint the services of a Build Contractor following the tender process.</p> <p>At the conclusion of the tender process, the Director for Highways and Transport will be asked to appoint a contractor from the WSCC Framework Lot 1 to undertake the construction of the Broadbridge Heath Major Highway Improvement Scheme.</p>	
Decision By	- Director of Highways and Transport
West Sussex Plan priority	A Prosperous Place
Date added to Forward Plan	4 December 2018
Decision Month	February 2019

Consultation/ Representations	Executive Director Economy, Infrastructure and Environment Director of Law and Assurance Director of Finance Performance and Procurement Representations concerning this proposed decision can be made to the Director for Highways and Transport, via the officer contact, by the beginning of the month in which the decision is due to be taken.
Background Documents (via website)	None
Author	Stephen Reed Tel: 033 022 27328
Contact	Judith Shore Tel: 033 022 26052

Cabinet Member for Highways and Infrastructure

Highways and Infrastructure 2019/20 Forward Works Programmes and Annual Delivery Programme	
<p>The Highway Infrastructure Asset Management Policy and Strategy communicates West Sussex County Council's approach to highways infrastructure asset management, setting out the decision making framework for the maintenance of the roads in West Sussex. Corporate processes are also in place for the identification, assessment, and prioritisation of local and community highway and transport improvements. The rolling Forward Programmes for Highway Maintenance, Local Transport Improvement Programme (LTIP), and Community Highway Schemes (CHS) identify and prioritise future maintenance and improvement needs across the County Council's highway asset groups. These forward programmes inform the future Annual Delivery Programmes.</p> <p>The Highway Maintenance, LTIP and CHS Forward Programmes provide robust and reliable information to identify the future maintenance need, or transport infrastructure improvements to be carried out within the next three to five years. The programmes are used to support forward financial planning and communicate the anticipated planned maintenance and transport improvements to elected members, County Local Committees, local West Sussex businesses and residents.</p> <p>The Annual Delivery Programme is developed and prepared from the integration of the Forward Programmes each year during autumn for approval in advance of the start of the new financial year. It prioritises maintenance and improvement schemes taking into account available funding for delivery and the relative need.</p> <p>The Cabinet Member for Highways and Infrastructure will be asked to approve the 2019/20 Annual Delivery Programme acknowledging the prioritisation set out in the Forward Programmes.</p>	
Decision By	Mr Elkins - Cabinet Member for Highways and Infrastructure
West Sussex Plan priority	A Prosperous Place
Date added to Forward Plan	14 December 2018
Decision Month	February 2019

Consultation/ Representations	<p>The County Local Committees will be informed and asked to note schemes in their specific areas (anticipated during the February/March 2019 round of meetings).</p> <p>Internal consultation in development of the draft Forward Works Programmes and Annual Delivery Plan including asset owners and programme leads within the Highways and Transport service. The draft Forward Works Programmes will be presented to the Highways and Transport Capital Hub for review.</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	Rowan Sheppard Tel: 033 022 23627
Contact	Judith Shore Tel: 033 022 26052

Cabinet Member for Highways and Infrastructure

Guidance on Parking in New Developments	
<p>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.</p> <p>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.</p> <p>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.</p>	
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	March 2019
Consultation/ Representations	<p>Local Planning Authorities in West Sussex</p> <p>Representations concerning this proposed decision can be made to the Cabinet Member for Highways and Infrastructure, via the</p>

	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 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 in 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 played 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 Safe, Strong and Sustainable Place
Date added to Forward Plan	1 November 2018

Decision Month	January 2019
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 Member for Safer, Stronger Communities

Contract arrangements for Voluntary Sector Infrastructure (VCSI)	
<p>The Cabinet Member is asked to agree to the commencement of a procurement process to secure a contract relating to the provision of Voluntary Sector Infrastructure Support (VCSI) services in West Sussex from Spring 2019.</p> <p>The County Council will procure a new VCSI service from the 'VCSI Alliance', which is made up of the locally commissioned VCSI organisations, and will also continue to work in partnership with District & Borough partner-funders to support VCSI in West Sussex.</p> <p>The proposal is for contracts to run for two years with the possibility of a further two years extension. The total value of these contracts is approximately £200,000 per annum.</p> <p>The Cabinet Member is asked to agree to the commencement of a procurement process starting in January 2019 to secure a contract relating to the provision of Voluntary Sector Infrastructure Support (VCSI) services from Spring 2019 for a period of 2+1+1 years and to delegate the awarding of the contract and the decision about a future extension of the contract to the Executive Director, Communities & Public Protection.</p>	
Decision By	Ms Kennard - Cabinet Member for Safer, Stronger Communities
West Sussex Plan priority	A Strong Safe Sustainable Place
Date added to Forward Plan	23 November 2018
Decision Month	January 2019
Consultation/ Representations	<p>District and Borough Councils</p> <p>Representations concerning this proposed decision can be made to the Cabinet Member for Safer Stronger Communities 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	Seth Gottesman Tel: 033 022 28706
Contact	Erica Keegan Tel: 033 022 26050

Cabinet Member for Safer, Stronger Communities

Future Mobilisation Arrangements for West Sussex Fire and Rescue Service	
<p>The Fire and Rescue Services Act 2004 requires the County Council to make arrangements for dealing with calls for help and for summoning personnel to attend incidents. That service for West Sussex is currently provided by East Sussex Fire and Rescue Service under an agreement pursuant to Section 16 of the Act. In August 2018 the County Council gave 18 months' notice to withdraw from the current arrangement. Since that time officers have undertaken a full review of the current call handling and mobilising arrangements and requirements and have considered a range of options for the future of the service. It remains an option to enter into arrangements with another Fire Authority for the discharge of the duties under the Act.</p> <p>Due to the need for planning, preparation and transition arrangements it is proposed that the County Council determines its future plans for arrangements to provide call handling and mobilisation to enable a successful move from current service arrangements.</p> <p>Consequent on a full options appraisal the Cabinet Member will be asked to approve the future mobilisation arrangements for the West Sussex Fire and Rescue Service.</p>	
Decision By	Ms Kennard - Cabinet Member for Safer, Stronger Communities
West Sussex Plan priority	A Safe, Strong and Sustainable Place
Date added to Forward Plan	14 December 2018
Decision Month	January 2019
Consultation/ Representations	Representations concerning this proposed decision can be made to the Cabinet Member for Safer, Stronger Communities, 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	Jon Lacey Tel: 033 022 25057
Contact	Erica Keegan Tel: 033 022 26050

Executive Director Children, Adults, Families, Health and Education

Short Break Services for Family and Friends Carers (Adults)

Following Cabinet Member decision, in September 2018, (Reference Cabinet Member Decision Report AH3 18.19) to commence a competitive tender process to commission a range of carer short breaks to begin on 1 April 2019 authority was delegated to the Executive Director, Children, Adults, Families, Health, and Education to approve the award of Preferred Bidder Status to a number of providers. Contracts will be awarded to the bidders submitting the tenders that best meet requirements. Authority has also been delegated to the Executive Director, Children, Adults, Families, Health and Education to agree to future extensions of the contracts up to a maximum of two years. The Executive Director, Children, Adults, Families, Health and Education will be asked to give approval to enter into Post Tender Negotiations which will allow the Authority to seek and secure any further areas that may add value.

A Procurement Process, compliant with West Sussex Standing Orders and European Union Procurement Directives, is currently underway. It is being led by a Procurement Manager from within the Integrated Adults Commissioning Team of West Sussex County Council with advisory, assessment and evaluation input from colleagues from within the Council.

Decision By	- Executive Director Children, Adults, Families, Health and Education
West Sussex Plan priority	A Safe, Strong and Sustainable Place
Date added to Forward Plan	27 November 2018
Decision Month	January 2019
Consultation/ Representations	<p>Extensive stakeholder consultation and engagement including all partners on the Carers Strategic Partnership Group. In addition, Carer Support West Sussex undertook an extensive survey of carers regarding respite experiences to inform the re-commissioning process.</p> <p>Representations concerning this proposed decision can be made to the Executive Director Children, Adults, Families, Health and Education, 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	Mark Greening Tel: 033 022 23758
Contact	Erica Keegan Tel: 033 022 26050

Cabinet Member for Adults and Health

Tobacco Control Strategy for West Sussex

The County Council is proposing to work in partnership with stakeholders to co-produce

a West Sussex strategy for tobacco control. This will detail the West Sussex ambition to lead tobacco control actions which will reduce health inequalities and yield economic benefits.

To support this goal, public health in West Sussex will develop a Tobacco Control Strategy including an action plan. This will highlight how each stakeholder can support tobacco control as part of a whole system approach (in line with the public health vision). The plan is intended to cover the period 2019 -2022; a timeframe aligned with the National Tobacco Control Plan. It replaces the previous West Sussex Tobacco Control Operational Plan which came to an end in April 2018. This addressed the local implications of national policy at the time; broadening action from stopping smoking to wider tobacco control. The future strategy will target deprived areas and people with the greatest need based on best population data and evidence of effectiveness. It will take into account changes in context since the previous plan including resources available to stakeholders, the Health and Wellbeing Strategy, future plans for social care and the NHS (such as the NHS long term view) and the Sustainability and Transformation Plan Case for Change. It will be informed by learning from other areas including innovations.

If approved, awareness of the West Sussex Tobacco Control Strategy will be raised on No Smoking Day, 13th March 2019 in an area of the county with a high smoking prevalence.

This work will be co-ordinated and led by Public Health however the action plan will be owned and monitored by all stakeholders including the membership of the Smokefree West Sussex Partnership (SFWSP).

The Cabinet Member for Adults and Health will be asked to endorse the West Sussex Strategy for Tobacco Control.

Decision By	Mrs Jupp - Cabinet Member for Adults and Health
West Sussex Plan priority	A Safe, Strong and Sustainable place
Date added to Forward Plan	4 December 2018
Decision Month	January 2019
Consultation/ Representations	<p>The Health and Adult Social Care Select Committee and members of the Smokefree West Sussex Partnership.</p> <p>Representations concerning this proposed decision can be made to the Cabinet Member for Adults and Health, via the officer contact, by the beginning of the month in which the decision is due to be taken.</p>
Background Documents (via website)	None
Author	Sue Carmichael Tel: 033 022 28707
Contact	Erica Keegan Tel: 033 022 26050

Director of Energy, Waste and Environment

Award of contract for the provision of Clinical Waste Services

In October 2018, the Cabinet Member for Environment agreed to commence a procurement process for the provision of clinical waste services to begin on 1 April 2019 and delegated authority to the Director of Energy, Waste & Environment to award the contract to the preferred bidder (ENV10 18.19).

A procurement process, compliant with West Sussex Standing Orders and European Union Procurement Directives, is currently underway. Following the completion of the procurement process, the Director of Energy, Waste & Environment will be asked to award the Contract for Clinical Waste Services to the preferred bidder.

Decision By	- Director of Energy, Waste and Environment
West Sussex Plan priority	A Strong, Safe and Sustainable Place
Date added to Forward Plan	4 January 2019
Decision Month	February 2019
Consultation/ Representations	<p>Consultation has taken place between West Sussex County Council and the District and Borough Councils.</p> <p>Representations concerning this proposed decision can be made to the Director of Energy, Waste 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	Paul Sparshott Tel: 033 022 27716
Contact	Judith Shore Tel: 033 022 26052

Cabinet Member for Environment

Halewick Lane Energy Storage Project

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.

Since 1 April 2014 the YES team has been working to develop a significant pipeline of energy related projects including:

- 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.

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.

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.

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

Cabinet Member for Adults and Health

Approval of the Vision and Strategy for Adult Social Care

The County Council is proposing to set out a vision and strategy for Adult Social Care that will detail the ambition for West Sussex to continue to be a great place to grow older and an inclusive place for all adults with disabilities, mental health issues and their carers. To support this goal, within the context of an ageing population and a

challenging financial position, adult services needs to change. Furthermore adult services needs to make progress on the requirement to achieve integrated services with the NHS. The strategy to deliver the vision is to work at a local level and support individuals to remain outside of services for as long as possible, maximising individual strengths and local assets to support this outcome. Reviewing customer pathways to support these goals, adopting a different approach to commissioning, changing our in-house provider offer and supporting a resilient workforce will all contribute to the delivery of this strategy. However working with partners and stakeholders to co-produce future delivery models and provide jointed up services is also fundamental.

The Cabinet Member for Adults and Health will be asked to endorse the vision and strategy for Adult Social Care.

Decision By	Mrs Jupp - Cabinet Member for Adults and Health
West Sussex Plan priority	Independence in Later Life
Date added to Forward Plan	15 November 2018
Decision Month	January 2019
Consultation/ Representations	<p>External - Consultation will commence on the 15th November 2018 and run until the 14th December 2018 via the "have your say" section of the website, accompanied by a survey, this will include an 'easy read' version. Paper copies of these documents will be provided on request by contacting the report author.</p> <p>Notifications about the consultation containing website links will be sent out through all stakeholder networks including: The District and Boroughs, Health Watch, Carers and other Voluntary Sector Organisations. Letters will be sent to key Chief Officers within the local health organisations and District and Boroughs as well as all local MP's.</p> <p>Internal - The vision and strategy will be discussed and shared at Health and Social Care Select Committee (HASC) on the 15th November 2018 and Information with links for staff will be sent out through internal communication channels</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 (via website)	None
Author	Sarah Farragher Tel: 033 022 28403
Contact	Erica Keegan - 033 022 26050

A Council that works for the Community

Cabinet Member for Finance and Resources, Leader

Total Performance Monitor (Rolling Entry)	
<p>The Monitor details the Council's performance in relation to revenue and capital spending, savings, workforce projections, performance and risk by portfolio against the Cabinet's key priorities. The Leader and Cabinet Member for Finance and Resources will be recommended to approve the Total Performance Monitor and any items of financial and performance management within the Monitor.</p>	
Decision By	Ms Goldsmith – Leader Mr Hunt - Cabinet Member for Finance and Resources
West Sussex Plan priority	A Council that Works for the Community
Date added to Forward Plan	6 April 2018
Decision Month	Between January 2019 and December 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)	
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, in line with the County Council's West Sussex Asset Management Policy and Strategy, the Council continually reviews its property estate. This includes consideration of 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	
Decision Month	Between January 2019 and December 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)	
Author	Lee Harris Tel: 033 022 24846
Contact	Suzannah Hill Tel: 033 022 22551

Cabinet Member for Finance and Resources

Procurement of Outdoor Media Services	
<p>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.</p> <p>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.</p> <p>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.</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	2 July 2018
Decision Month	January 2019
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 Finance and Resources

Review of Fees and Charges 2019/20	
<p>To support completion of the County Council budget for the financial year 2019/20 there needs to be agreement of the extent to which discretionary fees and charges are increased. As a rule, the fees and charges will be increased by the Retail Price Index, as at September 2018, 3.3%. This is in line with the County Council's policy to budget for cost inflation. All changes will be implemented from 1 April 2019, unless otherwise stated.</p> <p>The Cabinet Member will be asked to agree a review of County Council fees and charges to take effect from 1 April 2019.</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	7 January 2019
Decision Month	February 2019
Consultation/ Representations	<p>Cabinet Members</p> <p>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.</p>
Background Documents (via website)	
Author	Nadine Muschamp
Contact	Suzannah Hill 033 022 22551

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</p>

year period 2019/20 to 2023/24, which will update the programme previously agreed by County Council.

Cabinet will be asked to endorse the Revenue Budget and Capital Programme for approval at County Council on 15 February 2019.

Decision By	Mr Elkins, Mr Marshall, Mrs Urquhart, Mr Hunt, Mr Burrett, Ms Goldsmith, Mrs Jupp, Ms Kennard, Mr Lanzer - 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	Performance and Finance Select Committee 17 January 2019 All Member Session – 9 January 2019 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.
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

Cabinet Member for Safer, Stronger Communities

Community Initiative Fund (CIF)

It is proposed that the budget for the Council's Community Initiative Fund (CIF) be reduced from £280,000 per year to £140,000 per year from April 2019. CIF is the local grant funding arrangement provided by the County Council and allocated by County Local Committees (CLCs) to support local community projects across West Sussex. The total annual budget available to CIF based on £4,000 per each of the 70 members of the Council.

Since April 2018 CIF has been allocated through a crowdfunding model called 'the West Sussex Crowd'. This enables funding from other sources to be pledged to local projects and causes. The introduction of this model has led to a much lower call on the CIF budget as pledges from other sources have grown. A full review of the impact of the use of crowdfunding is due to be carried out and reported to the Environment, Communities and Fire Select Committee in March 2019, but experience to date shows that additional external funding is being secured through the model and are expected to increase.

In addition the CIF budget is usually underspent each year (£33,000 in 2016/17, £23,000 in 2017/18), and so this provides further assurance that the current CIF level can be reduced without significant impact on support for community projects.

The Council has significant financial challenges to meet by 2022/23 and savings in the CIF budget will help contribute to its overall savings programme.

The Cabinet Member is asked to consider reducing the CIF budget to £140,000, on a basis of £2,000 per member of the Council, from April 2019.

Decision By	Ms Kennard - Cabinet Member for Safer, Stronger Communities
West Sussex Plan priority	A Council that Works for the Community
Date added to Forward Plan	17 December 2018
Decision Month	January 2019
Consultation/ Representations	<p>All members of the Council have been invited to comment on the proposal.</p> <p>Representations concerning this proposed decision can be made to the Cabinet Member for Safer, Stronger Communities, 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	Nick Burrell Tel: 033 022 23881
Contact	Erica Keegan Tel: 033 022 26050

Cabinet Member for Adults and Health

Contract arrangements for Community Advice (Citizens Advice)

The Cabinet Member is asked to agree to the commencement of a procurement process starting in January 2019 to secure a contract relating to the provision of Community Advice (Citizens Advice) services in West Sussex from Spring 2019.

The County Council will procure a new service in partnership with, and at the request of, District & Borough partner-funders. Funding will be provided by all partners as per the contract specification with invoicing arrangements made with each individual local office.

The proposal is for the contract to run for two years with the possibility of a further one year extension. The funding level has been agreed for the first year of the contract but will be subject to a performance review for year two and for the further one year extension. The total value of these contracts is approximately £1.1 million per annum.

The Cabinet Member is asked to agree to the commencement of a procurement process starting in January 2019 to secure a contract relating to the provision of Community Advice (Citizens Advice) services from Spring 2019 for a period of 2+1 years and to delegate the awarding of the contract and decisions about future extension of these contracts to the Executive Director of Children, Adults, Families, Health and Education.

Decision By	Mrs Jupp - Cabinet Member for Adults and Health
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West Sussex Plan priority	A Council That Works for the Community
Date added to Forward Plan	21 December 2018
Decision Month	January 2019
Consultation/ Representations	Representations concerning this proposed decision can be made to the Cabinet Member for Adults and Health, via the officer contact, by the beginning of the month in which the decision is due to be taken.
Background Documents (via website)	None
Author	Seth Gottesman Tel: 033 022 28706
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	May 2019

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

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 Safer, Stronger Communities

Proposed Savings from the Communities and Public Protection budget for 2019/2020	
<p>There are proposed Savings from the Communities and Public Protection budget for 2019/2020 from the areas of Operations and Public Protection.</p> <p>The Operations Directorate and Public Protection Directorate have looked at areas in which to make further reductions in costs as part of the County Council's budget planning process. The proposals include the cessation of some discretionary initiatives and changes to the operating model of service delivery in Operations and Public Protection.</p> <p>The key decision on whether to accept the proposed changes to Operations and Public Protection budgets will take place in January after Cabinet Board on 22 January 2019 and this will be previewed by the Environment Communities and Fire Select Committee at its meeting on 14 January 2019, at which time the Committee will be presented with detailed information on what is being proposed.</p>	
Decision By	Ms Kennard - Cabinet Member for Safer, Stronger Communities
West Sussex Plan priority	Strategic Budget Options 2019/2020
Date added to Forward Plan	21 December 2018
Decision Month	January 2019
Consultation/ Representations	Representations concerning this proposed decision can be made to the Cabinet Member for Safer Stronger Communities, 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	Gavin Watts Tel: 033 022 25538
Contact	Erica Keegan Tel: 033 022 26050