



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.

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Forward Plan Summary

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

Decision Maker	Subject Matter	Date
 A Strong, Safe and Sustainable Place		
Cabinet Member for Adults and Health	Procurement of Integrated Sexual Health Services	March 2019
Cabinet Member for Adults and Health	Procurement of Technology Enabled Care	March 2019
Cabinet Member for Adults and Health	Community Based Social Support	April 2019
Cabinet Member for Adults and Health	West Sussex Joint Health and Wellbeing Strategy	April 2019
 Independence in Later Life		
Cabinet Member for Adults and Health	Approval of the Vision and Strategy for Adult Social Care	March 2019
 A Council that works for the Community		
Cabinet Member for Adults and Health	Procurement of Mortuary Services for West Sussex	May 2019

A Strong, Safe and Sustainable Place

Cabinet Member for Adults and Health

Procurement of Integrated Sexual Health Services

Local Authorities are mandated to provide comprehensive sexual health services for the population, these include;

- a full range of contraceptive services and advice on preventing pregnancy
- sexually transmitted infections testing and treatment, including the provision of Chlamydia testing services for young people under the age of 25 years
- sexual health aspects of psychosexual counselling
- outreach, HIV prevention and sexual health promotion
- provision of services in schools and colleges

The contract will run for three (3) years with the possibility of a further extension for up to two (2) years built in to the terms of the contract. The total value of the contract to WSCC, funded through the public health grant, is approximately £12.6M (including extension period but not HIV Services).

The Cabinet Member is asked to agree to the commencement of a joint procurement process, with NHS England, to secure the provision of Integrated Sexual Health Services and HIV Treatment Services for the population of West Sussex. A new service will be effective from 1st February 2020.

The Cabinet Member is also asked to delegate contract award and decisions about future extension of this contract to the Director of Public Health in consultation with the Cabinet Member.

Decision By	Mrs Jupp - Cabinet Member for Adults and Health
West Sussex Plan priority	A Strong, Safe and Sustainable Place
Date added to Forward Plan	15 January 2019
Decision Month	March 2019
Consultation/ Representations	Initial Scrutiny and Consultation was undertaken via the Health and Adult Social Care Select Committee on 30 th November 2018. 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	Paul Woodcock Tel: 033 022 28701
Contact	Erica Keegan Tel: 033 022 26050

Cabinet Member for Adults and Health

Procurement of Technology Enabled Care

Technology Enabled Care, at its very best, offers a modern and innovative way of supporting people to stay in their homes and live as independently as possible for as long as possible. It can reduce, delay and prevent the need for costly care packages and placements in care homes, not only improving outcomes for residents but providing significant financial benefits to the council. Technology is moving at a rapid pace with new apps, wireless sensors and smart appliances appearing every week. New devices and apps can help people communicate with experts, seek urgent help, reduce social isolation, control the home environment as well as maintaining health, fitness and wellbeing.

In line with West Sussex's vision and strategy to help people to help themselves, it is the Council's ambition to use technology to transform the way people are supported to remain independent in their own homes for longer.

To do this, the Council wants to work with a development partner or partners to deliver innovate and cutting edge technology enabled health and social care support.

The Cabinet Member for Adults and Health will be asked to agree to:

1. continue the procurement of a development lead partner or partners to support the delivery of Technology Enabled Care. This will significantly expand the offer to new and current social care customers, bringing payment for Telecare services in line with current charging arrangements for social care; and
2. in consultation with the Cabinet Member, contract award and future contract extension decisions be delegated to the Executive Director Children, Adults, Families, Health and Education.

Decision By	Mrs Jupp - Cabinet Member for Adults and Health
West Sussex Plan priority	A Strong, Safe and Sustainable Place
Date added to Forward Plan	18 February 2019
Decision Month	March 2019
Consultation/ Representations	<p>Previous Market Testing Event held in February 2017. Health and Social Care professionals, teams and managers. Telecare Champions involved in peer review exercise Nov/Dec 2018</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	Avril Mayhew Tel: 07936 339250

Contact

Erica Keegan Tel: 0330 022 26050

Cabinet Member for Adults and Health**Community Based Social Support**

The County Council has a statutory responsibility under the Care Act 2014 to promote individual well-being, prevent needs for care and support, provide information and advice and meet needs through information and advice and inclusive of less intensive or service-focused options.

For adults with a lifelong disability and/or autism and for family and friend carers the County Council has contracted services from the external market, largely from the local voluntary sector to fulfil this duty on our behalf. Most of the support contracted has been for adults with a learning disability although not exclusively. An evaluation involving customers and other key stakeholders has concluded that this support has been highly valued particularly for people who do not have a personal budget or eligible needs. However gaps in the offer have been identified through this engagement which include the need for more integration with mainstream activities and services, further support for disabled people from the LBGQT community and those with autism, more paid work opportunities, travel training and more focus on developing independence skills.

The current contracts end in March 2020. The council spend is in the region of £1.25 million per annum. The provision includes help to find or retain paid work, increasing people's physical or social activity, help with issues relating to autism, practical assistance for people with a learning disability and autism to continue to live in their own homes and keep well (for instance help with tenancies, budgeting, life-skills and emotional support), benefit claims as well as connecting people into other community activities and support by helping, where necessary, those services to meet the needs of these people.

The Council will be extending the tender and the sources to be included are still being considered. People will be eligible for this support if they do not have a personal budget or they could step-down from a personal budget with the right support. An example of the latter is where support to find paid employment leads to the person moving on from day services. The support will aim to help people to stay well and independent in their own homes and will be delivered close to where they live.

The Council is also looking at the option of including in this tender the transfer of some of the prevention functions it currently provides as well as how some individuals currently supported by a very small Personal Budget would be better supported via prevention services. This could involve a substantial increase in both the scale and value of the service tender. The finer detail of this future expansion is being worked through, including the funding that would be required for this transferral. By the time of tendering this detail will be known.

Approval will be sought to award new contracts for 3 years with the option to extend up to a maximum of 7 years. Once the proposals are fully prepared by April 2019, the Cabinet Member is asked to agree to the commencement of a competitive procurement exercise and to delegate responsibility to award the contract to the Executive Director Children's Adults Families Health and Education.

Decision By

Mrs Jupp - Cabinet Member for Adults and Health

West Sussex Plan priority

A Safe Strong Sustainable Place

Date added to Forward Plan	1 February 2019
Decision Month	April 2019
Consultation/ Representations	<p>Consulted Operational Team Managers May 2018; Engagement with Stakeholders including an online survey and face-to-face events June-August 2018.</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	Lisa Loveman Tel: 033 022 23430
Contact	Erica Keegan Tel: 033 022 26050

Cabinet Member for Adults and Health

West Sussex Joint Health and Wellbeing Strategy	
<p>The West Sussex Health and Wellbeing Board (HWB) is a statutory partnership providing shared strategic leadership and coordination of local action to deliver health, care and wellbeing services based on the best evidence of local needs. The West Sussex HWB includes representation from key organisations in West Sussex with major responsibilities for social care services, public health, health and wellbeing services. The HWB's responsibilities include developing a Joint Health and Wellbeing Strategy (JHWS) which identifies priorities and sets out how local needs will be met.</p> <p>The current 2015-2018 West Sussex Joint Health and Wellbeing Strategy is under review. The new strategy, due in April 2019, will be used to inform local commissioning and delivery plans and determine what actions West Sussex County Council, NHS, and other partners need to take to meet health and social care needs, and to address health inequalities.</p> <p>The Cabinet Member for Adults and Health Chairman for the Health and Wellbeing Board is requested to agree that the West Sussex Joint Health and Wellbeing Strategy (JHWS) 2019 – 2024 is in alignment with the West Sussex Plan and is asked to endorse the Joint Health and Wellbeing Board's Strategy on behalf of the County Council.</p>	
Decision By	Mrs Jupp - Cabinet Member for Adults and Health
West Sussex Plan priority	A Strong, Safe and Sustainable Place
Date added to Forward Plan	15 January 2019
Decision Month	April 2019
Consultation/ Representations	

	<p>A public consultation requesting feedback and comments on the draft strategy from members of the public, councillors, workforce, partners and other stakeholders.</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	Anna Raleigh Tel: 033 022 22654
Contact	Erica Keegan Tel: 033 022 26050

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	March 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 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	<p>There has been market consultation with seven potential suppliers.</p> <p>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.</p>
Background Documents (via website)	Decision report SSC03 (18/19)
Author	Rachel North Tel: 033 022 22681
Contact	Erica Keegan Tel: 033 022 26050