

Extract of the Forward Plan of Key Decisions – 2 March 2021

Decision Maker	Subject Matter	Date
Executive Director Place Services	Award of Contract: Crawley Growth Programme Manor Royal Scheme	March 2021
Executive Director Place Services	Award of Contract: Crawley Growth Programme Eastern Gateway Scheme	March 2021
Executive Director Place Services	Award of Contract: Joint Venture Partnership for County Council Property Development	March 2021
Executive Director Place Services	Budget Increase: Crawley Growth Programme Eastern Gateway Scheme	March 2021
Executive Director Place Services	Burgess Hill Place and Connectivity Programme A2300 Improvements: Endorsement Additional Improvements and Allocation of Funding	March 2021
Cabinet Member for Finance, Leader	Performance Monitor (Rolling Entry)	Between April 2020 and March 2021
Cabinet Member for Finance	Review of Property Holdings (Rolling Entry)	Between April 2020 and March 2021
Cabinet	Emergency Central Government Funding (Rolling Entry)	Between February 2021 and February 2022
Cabinet Member for Economy and Corporate Resources	Procurement: Construction Framework Arrangement	March 2021
Cabinet Member for Economy and Corporate Resources	Endorsement of Additional Resource: Corporate Business Management Solution	March 2021

Executive Director Place Services

Award of Contract: Crawley Growth Programme Manor Royal Scheme

In August 2017 the Leader approved the Crawley Growth Programme [LDR04 17.18](#) and following approval of the business case by the Coast to Capital Local Enterprise Partnership, delegated authority to the (then entitled) Executive Director Economy, Infrastructure and Environment to progress the projects. The Manor Royal Highways improvement scheme is comprised of two parts: Part 1- Manor Royal County Oak one-way scheme and London road junction improvements; Part 2 – provision of a Bus lane in the Manor Royal road.

The Executive Director Place Services will be asked to award the construction phase of the contract and endorse the final/total budget allocation to the highways improvement scheme. The total budget will not exceed £3.308m (bus lane, highways and bus lane extension). The budget is from within the Crawley Growth Programme total allocations.

Decision by	Lee Harris - Executive Director Place Services
West Sussex Plan priority	Prosperous Place
Date added	23 April 2020
Month	March 2021
Consultation/ Representations	<p>A public engagement exercise ran for four weeks from 5 February 2019 to 5 March 2019. The Crawley Growth Board will be consulted on final designs.</p> <p>Representation can be made via the officer contact prior to the month in which the decision is to be taken.</p>
Background Documents (via website)	None
Author	Marie Ovenden Tel: 033 022 23854
Contact	Suzannah Hill Tel: 033 022 22551

Executive Director Place Services

Award of Contract: Crawley Growth Programme Eastern Gateway Scheme

In August 2017 the Leader approved the Crawley Growth Programme [LDR04 17.18](#) and following approval of the business case by the Coast to Capital Local Enterprise Partnership, delegated authority to the (then entitled) Executive Director Economy, Infrastructure and Environment to progress the projects.

The Eastern Gateway scheme is a key project within the growth programme and seeks to improve connectivity between the town and key development sites in the vicinity of the proposals including the Town Hall, County Buildings, Crawley College and Telford Place. In February 2019, the Executive Director approved the commencement of the tender process to secure a design and build Contractor through the WSCC Highways Design and Build framework. The design contract (stage 1) was awarded to Volker Fitzpatrick.

The Executive Director Place Services will be asked to award the construction phase of the contract.

Decision by	Lee Harris - Executive Director Place Services
West Sussex Plan priority	A Prosperous Place
Date added	23 April 2020
Month	March 2021
Consultation/ Representations	Community engagement and online feedback opportunities were undertaken May to July 2018. The Crawley Growth Board will be consulted on final designs. Representation can be made via the officer contact prior to the month in which the decision is to be taken.
Background Documents (via website)	None
Author	Marie Ovenden Tel: 033 022 23854
Contact	Suzannah Hill Tel. 033 022 22551

Executive Director Place Services

Award of Contract: Joint Venture Partnership for County Council Property Development

The Executive Director Officer for Place Services will be recommended to confirm that the County Council enters into a Joint Venture Partnership Agreement with the successful bidder in the procurement process undertaken following decision [FR05 19-20](#) 28/06/2019 (effective from 10/07/2019) Procurement - Property Development Enterprise to work in partnership with the County Council.

The successful bidder is to provide property development resources and services in order to bring forward for development the identified areas of land in which the Council has an interest, subject to assessment of commercial viability and value in accordance with the Partnership Agreement. The contract term and start date will be confirmed in the report as will the approach to and mechanisms for decisions of the partnership and joint venture arrangements which were part of the procurement process.

Decision by	Lee Harris - Executive Director Place Services
West Sussex Plan priority	A Prosperous Place
Date added	14 January 2021
Month	March 2021
Consultation/ Representations	Performance and Finance Scrutiny Committee 11 March 2021 Representation can be made via the officer contact in the month prior to that in which the decision is to be taken.

Background Documents (via website)	None
Author	Malcolm Mayo Tel: 033022 23031
Contact	Suzannah Hill Tel: 033022 22551

Executive Director Place Services

Budget Increase: Crawley Growth Programme Eastern Gateway Scheme	
<p>The Eastern Gateway scheme is a key project within the growth programme and seeks to improve connectivity between the town and key development sites in the vicinity of the proposals including the Town Hall, County Buildings, Crawley College and Telford Place. In February 2019, the Executive Director approved the commencement of the tender process to secure a design and build Contractor through the WSCC Highways Design and Build framework. The design contract (stage 1) was awarded to Volker Fitzpatrick.</p> <p>Design fees were allocated to each Crawley growth programme project. A design budget increase is required of £800k from within the Eastern gateway allocation of £8.35m. The eastern gateway allocation of £8.35m remains unchanged but the increase in design budget is required to:</p> <ul style="list-style-type: none"> - Undertake further redesign works, accommodate the new town hall schemes interface (Estimated design fee and project management cost are £380k). - Complete liaison work with the utility providers. <p>The Executive Director Place Services will be asked, prior to the award of the construction contract, to increase the Design Budget.</p>	
Decision by	Lee Harris - Executive Director Place Services
West Sussex Plan priority	A Prosperous Place
Date added	15 February 2021
Month	March 2021
Consultation/ Representations	Crawley Growth Board Representation can be made in the month before that in which the decision is due to be taken.
Background Documents (via website)	None
Author	Marie Ovenden Tel: 033 022 23854
Contact	Suzannah Hill Tel. 033 022 22551

Executive Director Place Services

**Burgess Hill Place and Connectivity Programme A2300 Improvements:
Endorsement Additional Improvements and Allocation of Funding**

In March 2019 a Leader Decision approved the Burgess Hill Place and Connectivity Programme ([LDR09](#) 18.19), funding allocation, delivery mechanism and governance for projects to be progressed by the County Council, allowing delegated authority to the Executive Director of Place Services to progress the projects subject to business case.

A business case has been drawn up for pedestrian, cycle and Public Rights of Way improvements within the A2300 corridor additional to those being delivered through the existing [A2300 Corridor Improvements Scheme](#). The additional routes will provide improved access to existing and proposed employment areas, the Northern Arc and the wider Public Rights of Way network.

The Executive Director Place Services will be asked to support the additional pedestrian, cycle and Public Rights of Way Improvements within the A2300 corridor and agree the allocation of £2.1m of Burgess Hill Place and Connectivity Programme Local Government Funding grant for the delivery of the improvements.

Decision by	Lee Harris - Executive Director Place Services
West Sussex Plan priority	A Prosperous Place
Date added	25 February 2021
Month	March 2021
Consultation/ Representations	Burgess Hill Growth Board; Cabinet Member for Economy and Corporate Resources; Cabinet Member for Highways and Infrastructure; Cabinet Member for Environment and local members. Representation can be made via the officer contact.
Background Documents (via website)	None
Author	Paul Jackson-Cole Tel: 033 022 25445
Contact	Suzannah Hill Tel: 033 022 22551

Cabinet Member for Finance, Leader

Performance Monitor (Rolling Entry)

The Monitor details the Council's performance in relation to revenue and capital spending, savings, workforce projections, performance and risk by portfolio against the Cabinet's key priorities. The Leader and Cabinet Member for Finance will be recommended to approve the Performance Monitor and any items of financial and performance management within the Monitor.

Decision by	Cllr Marshall, Cllr Hunt - Cabinet Member for Finance, Leader
West Sussex Plan priority	A Council that Works for the Community

Date added	1 April 2020
Month	Between April 2020 and March 2021
Consultation/ Representations	Representation can be made via the officer contact.
Background Documents (via website)	None
Author	Fiona Morris Tel: 033 022 23811
Contact	Suzannah Hill Tel: 033 022 22551

Cabinet Member for Finance

Review of Property Holdings (Rolling Entry)	
<p>The County Council's Future West Sussex Plan set out its ambition to minimise the burden of local taxation, delivering the best outcomes for residents with the money it spends, whilst living within its means. In 2018 the County Council agreed to adopt an Asset Management Policy and Strategy. An objective of the strategy is to acquire, manage, maintain and dispose of property effectively, efficiently and sustainably, together with optimising financial return and commercial opportunities.</p>	
Decision by	Cllr Hunt - Cabinet Member for Finance
West Sussex Plan priority	A Council that Works for the Community
Date added	1 April 2020
Month	Between April 2020 and March 2021
Consultation/ Representations	Representation can be made via the officer contact
Background Documents (via website)	None
Author	Elaine Sanders Tel: 033 022 25605
Contact	Suzannah Hill Tel. 033 022 22551

Cabinet

Emergency Central Government Funding (Rolling Entry)
<p>Due to the ongoing public health emergency the County Council has received a number of support packages from Central Government. As funds are received the Council needs to determine arrangements to distribute, allocate or make other preparations for the appropriate use of funds received.</p> <p>The relevant decision maker will be determined by the intended use of the allocated funds. The Council may be required to comply with a number of conditions set out in</p>

the terms of the grant which may mean decisions need to be taken quickly due to the need to provide timely financial support related to the Covid-19 pandemic. Members will be consulted or advised of planned decisions with as much notice as can be provided.

Decision by	Tony Kershaw - Cabinet
West Sussex Plan priority	A Council that Works for the Community
Date added	28 January 2021
Month	Between February 2021 and February 2022
Consultation/ Representations	Representations can be made via the officer contact.
Background Documents (via website)	None
Author	Tony Kershaw Tel: 033 022 22662
Contact	Erica Keegan Tel: 033 022 26050

Cabinet Member for Economy and Corporate Resources

Procurement: Construction Framework Arrangement	
<p>The County Council carries out repair, maintenance and refurbishment work throughout the corporate estate, a construction framework arrangement is required to deliver work around and within the County Council buildings. This will include repairs and refurbishment as well as new build requirements where needed. It will enable the County Council to place works orders with a variety of qualified contractors to deliver works that fall outside of the current maintenance contract.</p> <p>The anticipated spend through the new Framework is approximately £48m over a maximum term of 4 years. The value of the Framework is greater than £4,733,252 ex VAT so, in order to comply with the requirements of EU/UK law (the Public Contract Regulations 2015) and the County Council's Standing Orders on Procurement and Contracts, an OJEU procurement must be run to establish a new Framework Agreement.</p> <p>The Cabinet Member will be asked to agree to the commencement of a procurement process to begin in September 2020, contract to be awarded in January 2021 and commence on 1 February 2021 and to delegate to the Director of Property and Assets, the authority to award contract/contracts. Further forward plan entries and decision reports will be published as appropriate.</p>	
Decision by	Cllr Lanzer - Cabinet Member for Economy and Corporate Resources
West Sussex Plan priority	A Council that works for the Community
Date added	24 January 2020
Month	March 2021

Consultation/ Representations	Internal and external stakeholders, the incumbent supplier and market suppliers. Representation concerning this proposed decision can be made via the officer contact prior to the month in which the decision is due to be taken.
Background Documents (via website)	None
Author	Stephen Allan Tel: 033 022 25192
Contact	Suzannah Hill Tel: 033 022 22551

Cabinet Member for Economy and Corporate Resources

Endorsement of Additional Resource: Corporate Business Management Solution	
<p>Cabinet Member decision ECR01 19-20 approved the commencement of a procurement process in November 2019 for services to help deliver a replacement business management system for the Council. Whilst the project has progressed as planned, a review of the scope of remaining work and the specific skills required has indicated that additional resources and specialist services are required to bring the project to completion.</p> <p>The Cabinet Member for Economy and Corporate Resources will be asked to approve the additional measures and resources needed and to delegate authority to the Director of Finance and Support Services to procure the necessary service support.</p> <p>The additional resources required will be funded from the service transformation budget.</p>	
Decision by	Cllr Lanzer - Cabinet Member for Economy and Corporate Resources
West Sussex Plan priority	A Council that works for the Community
Date added	18 February 2021
Month	March 2021
Consultation/ Representations	Performance and Finance Scrutiny Committee Business Planning Group 01 March if so advised. Representation can be made via the officer contact.
Background Documents (via website)	None
Author	Alistair Rush Tel: 033022 22002
Contact	Suzannah Hill Tel. 033 022 22551