



Forward Plan of Key Decisions

The County Council must give at least 28 days' notice of all key decisions to be taken by councillors or officers. The Plan describes these proposals and the month in which the decisions are to be taken over a four-month period. Decisions are categorised according to [Cabinet Member](#) portfolios.

The most important decisions will be taken by the Cabinet sitting in public. The meetings are also available to watch online via our [webcasting website](#). The [schedule of monthly Cabinet meetings](#) is available on the website.

The Forward Plan is updated regularly and key decisions can be taken on any day in the month if they are not taken at Cabinet meetings. The [Plan](#) is available on the website. [Published decisions](#) are also available via the website.

A key decision is one which:

- Involves expenditure or savings of £500,000 or more (except treasury management); and/or
- Will have a significant effect on communities in two or more electoral divisions in terms of how services are provided.

The following information is provided for each entry in the Forward Plan:

Decision	A summary of the proposal.
Decision By	Who will take the decision - if the Cabinet, it will be taken at a Cabinet meeting in public.
Date added	The date the proposed decision was added to the Forward Plan.
Month	The decision will be taken on any working day in the month stated. If a Cabinet decision, it will be taken at the Cabinet meeting scheduled in that month.
Consultation/ Representations	How views and representations about the proposal will be considered or the proposal scrutinised, including dates of Scrutiny Committee meetings.
Background Documents	The documents containing more information about the proposal and how to obtain them (via links on the website version of the Forward Plan). Hard copies are available on request from the decision contact.
Author	The contact details of the decision report author
Contact	Who in Democratic Services you can contact about the entry

Finance, assets, performance and risk management

Each month the Cabinet Member for Finance and Property reviews the Council's budget position and may take adjustment decisions. A similar monthly review of Council property and assets is carried out and may lead to decisions about them. These are noted in the Forward Plan as 'rolling decisions'.

Each month the Cabinet will consider the Council's performance against its planned outcomes and in connection with a register of corporate risk. Areas of particular significance may be considered at the scheduled Cabinet meetings.

Significant proposals for the management of the Council's budget and spending plans will be dealt with at a scheduled Cabinet meeting and shown in the Plan as strategic budget options.

For questions contact Katherine De La Mora on 033 022 22535, email katherine.delamora@westsussex.gov.uk.

Published: 6 June 2022

Forward Plan Summary

Summary of all forthcoming executive decisions in Cabinet Member portfolio order

Decision Maker	Subject Matter	Date
Director of Adults and Health	YMCA Blended Counselling Contract Extension	June 2022
Director of Adults and Health	Extension of Commissioning Arrangements for Care and Support at Home	June 2022
Director of Adults and Health	Hospital Discharge Care Commissioning	June 2022
Director of Adults and Health	Commissioning of A Place to Live Services and Supported Living Services (Adults with Learning Disability)	June 2022
Director of Adults and Health	Integrated Community Equipment Service Contract Award	August 2022
Director of Public Health	Integrated Sexual Health and HIV Services Contract Extension	June 2022
Director of Public Health	Community Advice and Support Service Award of Contract	August 2022

Adults Services

Director of Adults and Health

YMCA Blended Counselling Contract Extension	
<p>The Contract with YMCA Downlink to provide Blended Counselling began in November 2018, to run three years until October 2021, with the facility for a 2 year extension.</p> <p>The contract is monitored quarterly by the Children and Young People Joint Commissioning Unit and is fully funded through Clinical Commissioning Group (CCG) funding which is then recharged to West Sussex County Council.</p> <p>Blended Counselling is a key component of West Sussex's Emotional Wellbeing Offer and throughout 2022-20223 YMCA Downlink will have a lead role in the implementation of the new West Sussex Single Point of Advice (SPOA).</p> <p>The service is currently funded at £462k p.a, and the CCG have agreed ongoing funding for the proposed extension period.</p> <p>The Director of Adults and Health is requested to extend the contract with YMCA Downlink to supply Blended Counselling for children aged 11-18 in West Sussex by applying the +2 year extension provision in the contract until 31st October 2023.</p>	
Decision by	Director of Adults and Health (Alan Sinclair)
Date added	23 February 2022
Month	June 2022

Consultation/ Representations	Representations concerning this proposed decision can be made via the officer contact.
Background documents (via website)	None
Author	Linda Jones Tel: 033 022 28559
Contact	Erica Keegan Tel: 033 022 26050

Director of Adults and Health

Extension of Commissioning Arrangements for Care and Support at Home	
<p>Care and Support at Home services (also known as domiciliary care or home care) are purchased by the Council on behalf of people who have been assessed as having eligible social care needs. These services support people to maintain their independence through the provision of social care and support within a person's own home.</p> <p>The Council currently commissions the majority of these services from a framework agreement which commenced in 2015. In addition, the Council purchases from the wider market through a legacy contract and contingency arrangements. In June 2021 a decision was taken to extend the framework agreement until July 2022 (decision OKD02 (21/22) refers).</p> <p>To enable stability of the market and to ensure commissioning takes account of wider forthcoming legislative and policy changes and Department of Health and Social Care requirements, the Director of Adults and Health will be asked to approve a further extension of the current contract arrangements.</p> <p>This extension will provide time to enable a Market Sustainability Plan to be completed, to assess the impact of legislation changes, and to ensure the market are in a position to respond. A new model of service for Care and Support at Home will be developed and approval to commence a procurement will be sought. This will be subject to a further decision to commence and subsequently award.</p>	
Decision by	Director of Adults and Health (Alan Sinclair)
Date added	26 April 2022
Month	June 2022
Consultation/ Representations	Representations concerning this proposed decision can be made to the Director of 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)	Officer Key Decision OKD02 (21/22)
Author	Juliette Garrett Tel: 033 022 23748

Contact	Erica Keegan - 033 022 26050
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Director of Adults and Health

Hospital Discharge Care Commissioning	
<p>Decisions AS02 21/22 and OKD27 21/22 covered hospital discharge care commissioning as part of a seasonal pressures plan that spans to 2023. The council responds to seasonal pressures in partnership with NHS partners. The seasonal pressure plan includes the commissioning of both care and support at home and residential based service provision as well as other services that support hospital discharge or enable people to remain independent at home.</p> <p>The health and social care system continues to face pressures that has placed increased demands on services, exacerbated by the COVID-19 pandemic. Planning continues in order to avoid admission in and support discharges from hospital and support the flow across health and social care during pressured periods.</p> <p>As part of this work decision OKD61 21/22 detailed the winter 21/22 funding for commissioning provision that came from a mixture of council winter pressure funding and Hospital Discharge Payments (HDP). HDP came to an end on 31 March 2022 but locally funding was extended for 3 months in response to continued pressures. This funding is now due to cease on 30 June 2022. This decision will be taken once the health and social care system has confirmed the position from the 30 June and the council is then in a position to take the necessary action with respect to future commissioning arrangements.</p>	
Decision by	Director of Adults and Health (Alan Sinclair)
Date added	19 May 2022
Month	June 2022
Consultation/ Representations	Representations concerning this proposed decision can be made via the officer contact.
Background documents (via website)	None
Author	Juliette Garrett Tel: 033 022 23748
Contact	Erica Keegan Tel: 033 022 26050

Director of Adults and Health

Commissioning of A Place to Live Services and Supported Living Services (Adults with Learning Disability)
<p>A Place to Live Services (APTL) and the Supported Living Services (SLS) provide assistance and support to adults with learning disabilities who are resident in supported living accommodation in West Sussex. The SLS also provides outreach services for people living in their own home, helping adults with learning disabilities to live in their own homes in the community.</p>

Approval to procure these services was obtained in 2015 (decision [ASCH08 \(15/16\)](#) refers) and the contracts were let on a 6-year term, commencing 1st July 2016. The contracts were then extended for a further 15 months to 30 June 2022 (decision [OKD04\(21/22\)](#) refers).

Future contracting arrangements have been impacted by the Covid-19 pandemic, particularly for the Provider Market, where the Council acknowledges additional challenges because of responding to the emergency.

To allow sufficient time to identify options, codesign a detailed model and sourcing approach and implement this ahead of a future procurement process, the Director of Adults and Health will be asked to approve direct contract awards for a further 12 months until 30 June 2023 to ensure continuity of service. A revised timetable will allow the County Council to review viability of future delivery models and explore opportunities to enhance the service offer to meet increased customer need.

Decision by	Director of Adults and Health (Alan Sinclair)
Date added	30 May 2022
Month	June 2022
Consultation/ Representations	Representations concerning this proposed decision can be made via the officer contact.
Background documents (via website)	None
Author	Karen Young Tel: 0330 22 23794
Contact	Erica Keegan Tel: 033 022 26050

Director of Adults and Health

Integrated Community Equipment Service Contract Award

West Sussex County Council (WSCC) has a contract with NRS Healthcare for the provision of Community Equipment Services. Community equipment (such as beds, chairs, perching stools and mattresses) is widely recognised as a cost-effective method of meeting eligible social care need and evidence suggests it is also effective in preventing, reducing and delaying the need for ongoing care, reducing unplanned admissions and enabling people to remain safe and independent in their own homes.

The existing service expires on 31st March 2023. It is led and managed, via section 75 agreement, between West Sussex County Council and West Sussex CCG on behalf of the health and social care system. The annual cost, currently budgeted between £9-10 million, is split almost equitably between Health and Social Care. All equipment is prescribed by a range of professionals and attributable cost of each piece depends on circumstances, such as the location of the customer and the type of equipment.

Following the decision taken to re-commission, to provide an all age countywide Integrated Community Equipment Service, it is proposed that once the tender process is

complete the Director of Adults and Health will be asked to award the contract to the most economically advantageous bidder.

Decision by	Director of Adults and Health (Alan Sinclair)
Date added	28 February 2022
Month	August 2022
Consultation/ Representations	Representations, on the proposed decision, can be made via the officer contact by the beginning of the month in which the decision will be taken.
Background documents (via website)	None
Author	Chris Jones Tel: 0330 022 28249
Contact	Erica Keegan Tel: 033 022 26050

Public Health and Wellbeing

Director of Public Health

Integrated Sexual Health and HIV Services Contract Extension	
<p>The Council are mandated to commission open-access, comprehensive, sexual health services for the population of West Sussex. NHS England is responsible for the provision of HIV treatment and care services.</p> <p>In September 2019 (Report ref: OKD20 19/20) the Director of Public Health approved the award of the Integrated Sexual Health Service and HIV Services contracts to Western Sussex Hospitals NHS Foundation Trust for an initial period of three 3 years, commencing 1st February 2020, with an option to extend for up to two years, in agreement with NHS England. The provider has now merged with a neighbouring NHS trust to become University Hospitals Sussex NHS Foundation Trust (UHSFT).</p> <p>This report requests that the Director of Public Health approves the contract extension for the provision of Integrated Sexual Health and HIV Services for the permitted two years from February 1st 2023 to 2025.</p>	
Decision by	Director of Public Health (Alison Challenger)
Date added	23 March 2022
Month	June 2022

Consultation/ Representations	Representations concerning this proposed decision can be made 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	Patrick Stoakes Tel: 033 022 25314
Contact	Erica Keegan Tel: 033 022 26050

Director of Public Health

Community Advice and Support Service Award of Contract	
<p>Decision report PHW02 21/22 agreed the commencement of a procurement of a Community Advice & Support service via an open tender process, from 1st April 2022 for a period of 3+3+1 years; that the County Council leads the tendering process on behalf of our funding partners, the West Sussex District and Borough Councils; and that authority is delegated to the Director of Public Health to award the contract to the successful bidder.</p> <p>The current demand for this service has grown and is still increasing, at the same time as facing the challenge of losing staff and volunteers to Covid19 isolation requirements. To ensure the Council receives high quality bids from organisations that would be able to mobilise a new county wide contract, with 7 local bases, it has been proposed that the new contract award is put back to 1st September 2022. To support this timeline change, a five month contract extension from, 1st April 2022 to 31st August 2022, has been authorised by the Director of Law and Assurance and the Director of Finance and Support Services at the value of £447,281.</p> <p>This decision asks the Director of Public Health to award the contract to the successful bidder following the tendering process.</p>	
Decision by	Director of Public Health (Alison Challenger)
Date added	15 February 2022
Month	August 2022
Consultation/ Representations	Representations concerning this proposed decision can be made 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	Nikki Lewis Tel: 0330 022 26067
Contact	Erica Keegan Tel: 033 022 26050