



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: 1 September 2022

Forward Plan Summary

Summary of all forthcoming executive decisions in Cabinet Member portfolio order

Decision Maker	Subject Matter	Date
Assistant Director (Environment and Public Protection)	Contract Award - Street Sweepings Processing	September 2022
Cabinet Member for Environment and Climate Change	Establishment of the West Sussex Energy Reinvestment Scheme	September 2022
Cabinet Member for Environment and Climate Change	Procurement of Single Supplier Framework for delivery of Solar PV and Battery Storage Programme	September 2022
Assistant Director (Environment and Public Protection)	Award of Pre-Construction Service Agreement at the Halewick Lane Battery Storage site	September 2022
Assistant Director (Environment and Public Protection)	Contract award for performance monitoring, operation and maintenance of ground mounted solar PV systems	September 2022
Cabinet Member for Highways and Transport	Review of Integrated Parking Strategy 2022 - 2027	September 2022
Cabinet Member for Highways and Transport	Review of the Highway Improvement Programme	September 2022
Cabinet Member for Highways and Transport	Response to the consultation by Transport for the South East on a Draft Strategic Investment Plan	September 2022

Community Support, Fire and Rescue

None

Environment and Climate Change

Assistant Director (Environment and Public Protection)

Contract Award - Street Sweepings Processing

In October 2017 the County Council entered into a contract with Biffa Waste Services Limited to process and recycle street sweepings.

The contract allows the County Council to divert street sweepings from landfill and push the material further up the waste hierarchy to recycle 99% of the material. This has saved the Council around £2.6m over the life of the current contract to-date due to a significantly lower price per tonne for processing compared to other disposal routes.

The initial three-year processing contract has already been extended to its maximum term of five years and will end on 1 October 2022.

The Assistant Director of Environment and Public Protection will undertake the procurement process for the provision of street sweepings processing services (reception

into facility, recycling, treatment and disposal). Upon the conclusion of that process, the Assistant Director will be asked to award the contract based on the most advantageous bid after technical and financial evaluation.

Decision by	Assistant Director (Environment and Public Protection) (Steve Read)
Date added	7 January 2022
Month	September 2022
Consultation/ Representations	District and Borough Councils in West Sussex 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	Gareth Rollings Tel: 033 022 24161
Contact	Judith Shore Tel. 033 022 26052

Cabinet Member for Environment and Climate Change

Establishment of the West Sussex Energy Reinvestment Scheme	
<p>The West Sussex Energy Reinvestment Scheme will be a new loan style scheme that supports energy efficiency and renewable energy projects across the corporate estate and schools. The scheme will operate on a similar basis to the SALIX scheme which has been used successfully by WSCC for several years but is being wound down by the government.</p> <p>The Cabinet Member for Environment and Climate Change will be asked to approve the establishment of the Energy Reinvestment Scheme and the allocation of funds.</p>	
Decision by	Cabinet Member for Environment and Climate Change (Councillor Deborah Urquhart)
Date added	9 June 2022
Month	September 2022
Consultation/ Representations	Director of Law and Assurance Director of Finance and Support Services Representations concerning this proposed decision can be made to the decision maker, via the report author, by the beginning of the month in which the decision is due to be taken.
Background documents (via website)	None

Author	Daire Casey
Contact	Judith Shore Tel: 033 022 26052

Cabinet Member for Environment and Climate Change

Procurement of Single Supplier Framework for delivery of Solar PV and Battery Storage Programme	
<p>Following a market engagement exercise and technical and structural feasibility surveys, 84 sites; 23 corporate and 61 school sites, have been identified as suitable to-date for having roof-top Solar Photovoltaic (PV) technology installed and 68 of these sites (to-date) will also include a Battery Storage system.</p> <p>The programme will be funded from an approved allocation of £7.7m in the capital programme and will support the council's commitment to achieving Net Zero emissions from its operations by 2030 (as set out in the council's Climate Change Strategy 2020-2030). It will also help meet the agreed priorities in the council's recently adopted 2030 Energy Strategy by reducing grid electricity consumption, increasing renewable energy generation in the county, and reducing carbon dioxide (CO₂) emissions. In addition to electricity cost savings for the County Council, schools will also benefit from a reduction in electricity costs.</p> <p>The procurement process will allow for further phases of solar PV and battery storage to be fitted to the county council's buildings and the county's schools (subject to the authority to do so being granted and internal capacity to support delivery by the supplier). It will also seek to appoint a Demand Side Response (DSR) provider to manage the charged status and market value from the battery storage installations.</p> <p>The Cabinet Member for Environment and Climate Change will be asked to approve the procurement process and delegate authority to the Assistant Director (Environment and Public Protection) to award the contracts.</p>	
Decision by	Cabinet Member for Environment and Climate Change (Councillor Deborah Urquhart)
Date added	25 May 2022
Month	September 2022
Consultation/ Representations	<p>No consultees currently identified</p> <p>Representations concerning this proposed decision can be made to the decision maker, via the report author, by the beginning of the month in which the decision is due to be taken.</p>
Background documents (via website)	None
Author	Nicola Stringer
Contact	Judith Shore Tel: 033 022 26052

Assistant Director (Environment and Public Protection)

Award of Pre-Construction Service Agreement at the Halewick Lane Battery Storage site

The Halewick Lane Battery Storage project proposes the re-development of the previously derelict North Sompting Waste Management Site into an income generating battery storage project.

The Cabinet Member for Environment [delegated authority](#) to the Director of Environment and Public Protection to award a contract for the design and construction of the scheme following the completion of the procurement process.

A Pre-Construction Service Agreement (PCSA) is now required which will permit a contractor to develop and complete a fully costed design with planning consent. At the completion of the PCSA period, and subject to the review and approval of the fully costed design for the project, the County Council will look to award a full design and build contract to the contractor (which will be the subject of a further key decision).

This procurement process has now concluded, and the Assistant Director (Environment and Public Protection) will be asked to award the Pre-Construction Service Agreement.

(23 June 2022: the proposed decision to award a Design and Build contract at the Halewick Lane Battery Storage site has been amended to an award of a Pre-Construction Service Agreement. This has been added to the programme as it allows greater financial protection to the County Council prior to awarding the full contract.)

Decision by	Assistant Director (Environment and Public Protection) (Steve Read)
Date added	1 April 2022
Month	September 2022
Consultation/ Representations	Director of Law and Assurance Director of Finance and Support Services 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	Tom Coates Tel: 033 022 26458
Contact	Judith Shore Tel: 033 022 26052

Assistant Director (Environment and Public Protection)

Contract award for performance monitoring, operation and maintenance of ground mounted solar PV systems

Since 2014, West Sussex County Council has installed ground-mounted solar power systems at both Tangmere and Westhampnett with a total capacity of 12.44 MW.

The performance of these systems will be optimised through operational monitoring alongside planned and reactive maintenance in order to –

- maximise renewable energy generated to substitute for carbon emitting sources
- derive energy savings for the council
- protect the County Council’s investment in these systems

A tender process will be started in July 2022 with a view to securing best value for the provision of the services.

The Assistant Director (Environment and Public Protection) will be asked to award the contract for the monitoring, operation and maintenance of ground-mounted solar PV systems owned by West Sussex County Council, in accordance with the Council’s Standing Orders on Procurement and Contracts.

Decision by	Assistant Director (Environment and Public Protection) (Steve Read)
Date added	9 June 2022
Month	September 2022
Consultation/ Representations	Director of Law and Assurance Director of Finance and Support Services Representations concerning this proposed decision can be made to the decision maker, via the report author, by the beginning of the month in which the decision is due to be taken.
Background documents (via website)	None
Author	Tom Coates Tel: 033 022 26458
Contact	Judith Shore Tel: 033 022 26052

Highways and Transport

Cabinet Member for Highways and Transport

Review of Integrated Parking Strategy 2022 - 2027
<p>As the Highway Authority for West Sussex, the County Council has an Integrated Parking Strategy (IPS) that sets out its approach to managing parking. This mainly includes the management and enforcement of parking controls and regulations on the public highway, often referred to as ‘on-street’, but it also sets out its view and role in off-street parking provision, primarily provided by the six District and Borough Councils in West Sussex. The IPS also sets out how the County Council’s approach to parking management relates to its other policies and strategies.</p> <p>The West Sussex IPS was last updated in 2014 and this latest review, covering the period from 2022 to 2027, seeks to ensure that the County Council’s approach to</p>

managing parking remains appropriate and effective at meeting the needs of local communities as well as its other objectives.

The Cabinet Member for Highways and Transport will be asked to approve the revised Integrated Parking Strategy.

Decision by	Cabinet Member for Highways and Transport (Councillor Joy Dennis)
Date added	1 June 2022
Month	September 2022
Consultation/ Representations	Communities, Highways and Environment Scrutiny Committee - 10 June 2022 Engagement with District and Borough Council Parking Services Teams Representations concerning this proposed decision can be made to the decision maker, via the report author, by the beginning of the month in which the decision is due to be taken.
Background documents (via website)	None
Author	Miles Davy Tel: 033 022 26688
Contact	Judith Shore Tel: 033 022 26052

Cabinet Member for Highways and Transport

Review of the Highway Improvement Programme

The Highway Improvement Programme, mainly funded by the Integrated Transport Block Allocation and developer contributions, is made up of several thematic programmes e.g. Community Highway Schemes, Strategic Transport Improvements and Local Transport Improvements.

Each of the thematic programmes are developed independently and collated into a countywide programme each Autumn, before being approved by the Cabinet Member for Highways and Transport for delivery over the following two financial years.

A project was commissioned in September 2021 to review how schemes in the Highways Improvement Programme are identified, prioritised, developed and delivered. The work specifically examined how the County Council ensures the Highway Improvement Programme delivers County Council priorities whilst responding to the needs of local communities.

Developing recommendations were presented to the Communities, Highways and Environment Scrutiny Committee in March 2022. The Committee was supportive of the proposed new ways of working with communities and approach to prioritisation of schemes.

The Cabinet Member for Highways and Transport will be asked to approve the new approach to the prioritisation and delivery of the Highways Improvement Programme.

Decision by	Cabinet Member for Highways and Transport (Councillor Joy Dennis)
Date added	9 June 2022
Month	September 2022
Consultation/ Representations	Communities, Highways and Environment Scrutiny Committee was consulted on 2 March 2022. Representations concerning this proposed decision can be made to the decision maker, via the report author, by the beginning of the month in which the decision is due to be taken.
Background documents (via website)	None
Author	Charlotte Weller Tel: 033 022 26001
Contact	Judith Shore Tel: 033 022 26052

Cabinet Member for Highways and Transport

Response to the consultation by Transport for the South East on a Draft Strategic Investment Plan
<p>Transport for the South East (TfSE) is the sub-national transport body, currently operating in shadow form, that covers Berkshire, East Sussex, Hampshire, Kent, Surrey, and West Sussex. It has the twin purposes of facilitating the delivery of a regional transport strategy and promoting economic growth in the South East.</p> <p>In 2020, TfSE approved a Transport Strategy for the South East, which aims to shape the South East as a region economically, technologically and environmentally over the next 30 years, and change the way that investment is made in transport. TfSE has subsequently prepared two thematic strategies (on Future Mobility and Freight, Logistics and Gateways) and five area studies covering all parts of the region. The area studies have identified and appraised potential strategic transport interventions (i.e. rail, highways, mass transit and active travel) that have been included in packages of interventions. As the area studies are strategic, they do not cover every local issue as there are other programmes for this, including the County Council's own investment programmes.</p> <p>This technical work has informed the development of a Draft Strategic Investment Plan (SIP) setting out a series of investment opportunities for Government, Local Transport Authorities and transport providers to consider investing in. Once finalised, the SIP will inform future decision-making by the County Council and other key stakeholders.</p> <p>The Draft SIP is published for consultation with constituent authorities, including the County Council, and wider stakeholders between June and September 2022.</p> <p>The Cabinet Member for Highways and Transport will be asked to approve the County Council's response to the consultation.</p>

Decision by	Cabinet Member for Highways and Transport (Councillor Joy Dennis)
Date added	1 July 2022
Month	September 2022
Consultation/ Representations	Communities, Highways and Environment Scrutiny Committee – 21 September 2022 Representations concerning this proposed decision can be made to the decision maker, via the report author, by the beginning of the month in which the decision is due to be taken.
Background documents (via website)	None
Author	Anand Pillay Tel: 0330 222 5031
Contact	Judith Shore Tel: 033 022 26052