



# 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:

<b>Decision</b>	A summary of the proposal.
<b>Decision By</b>	Who will take the decision - if the Cabinet, it will be taken at a Cabinet meeting in public.
<b>Date added</b>	The date the proposed decision was added to the Forward Plan.
<b>Month</b>	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.
<b>Consultation/ Representations</b>	How views and representations about the proposal will be considered or the proposal scrutinised, including dates of scrutiny committee meetings.
<b>Background Documents</b>	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.
<b>Lead officer (report author)</b>	The contact details of the decision report author.
<b>Contact</b>	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](mailto:katherine.delamora@westsussex.gov.uk).

**Published: 4 May 2023**

# Community Support, Fire and Rescue

## West Sussex Fire and Rescue Service Statement of Assurance 2022-2023

The Fire Authority (FRA) is required to provide annual assurance on financial, governance and operational matters and show how they have had due regard to the expectations set out in their Community Risk Management Plan (CRMP) and as part of the Fire and Rescue National Framework for England.

This Statement reinforces the commitment to provide our communities with clear information about how we manage public funds and assure the effectiveness of our financial, governance and operational fire service arrangements.

All partners involved have been asked to formally endorse the Annual Statement of Assurance 2022-23. Cabinet will be asked to approve the West Sussex Fire and Rescue Service Statement of Assurance for 2022-23.

<b>Decision by</b>	Cabinet
<b>Date added</b>	29 March 2023
<b>Month</b>	June 2023
<b>Consultation/ Representations</b>	<p>The Statement of Assurance will be presented to the Fire and Rescue Service Scrutiny Committee at the meeting on 12 June 2023.</p> <p>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.</p>
<b>Background documents</b> (via website)	None
<b>Lead officer (report author)</b>	Sabrina Cohen-Hatton Tel: 033 022 24993
<b>Contact</b>	Erica Keegan Tel: 033 022 26050

**West Sussex Fire and Rescue Service - Award of contract for 2 x bulk water carriers**

West Sussex Fire and Rescue has commenced the procurement of 2 bulk water carriers using lot 5 of the Framework Agreement for UK Fire and Rescue Emergency Response Vehicles.

The specification for the vehicles is based on an 18-tonne chassis (day cab), with 9000ltrs of water carrying capacity. The vehicles will replace the 2 currently in service which have reached the end of their operational life. The estimated value of the contract is £600,000 for both vehicles.

Upon completion of the procurement process the Chief Fire Officer will be requested to approve the award of a contract to the most economically advantageous bidder.

<b>Decision by</b>	Chief Fire Officer (Sabrina Cohen-Hatton)
<b>Date added</b>	3 March 2023
<b>Month</b>	June 2023
<b>Consultation/ Representations</b>	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.
<b>Background documents</b> (via website)	None
<b>Lead officer (report author)</b>	James Skilling Tel: 033 022 25432
<b>Contact</b>	Erica Keegan Tel: 033 022 26050

## **West Sussex Fire and Rescue Service - Award of contract for breathing apparatus and ancillary equipment**

West Sussex Fire and Rescue Service are leading an aggregated procurement to standardise Breathing Apparatus and ancillary equipment (BA) on behalf of the 4F Group consisting of West Sussex Fire and Rescue Service, East Sussex Fire Authority, Surrey Fire and Rescue Service and Kent and Medway Fire and Rescue Authority.

Aside from the collaborative process and initial financial efficiencies from procurement, the project outcomes will strongly influence a variety of longer-term benefits which will include:

1. standardisation of Breathing Apparatus (BA) equipment across 4F.
2. enabling the wider programme of operational alignment (for example BA).
3. seamless cross-border mobilisation of FRS assets and firefighters who can work together using the same operational guidance, training, and equipment.

The procurement will utilise a National Fire Chiefs Council (NFCC) endorsed Framework Agreement with each organisation entering into its own call-off agreement for the provision of equipment and support services. The estimated total contract value for West Sussex is £1.7m based on a 10-year contract.

Following the completion of the procurement process, the Chief Fire Officer seeks to award the Contract for the purchase of this equipment to the bidder submitting the most economical and technologically suitable tender and following extensive practical evaluation processes by 4F leads.

<b>Decision by</b>	Chief Fire Officer (Sabrina Cohen-Hatton)
<b>Date added</b>	20 April 2023
<b>Month</b>	October 2023
<b>Consultation/ Representations</b>	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.
<b>Background documents</b> (via website)	None
<b>Lead officer (report author)</b>	James Skilling Tel: 033 022 25432
<b>Contact</b>	Erica Keegan Tel: 033 022 26050