

Cabinet: Item 7

(Links marked with an * are to documents in pdf format)

Cabinet Report: Current and recent Business

Start of Life

Stephen Hillier Children and Young People



1 Integrated Prevention and Earliest Help: Implementation Update

The Cabinet Member continues to monitor the progress of the mobilisation of the Integrated Prevention and Earliest Help service (IPEH), launched on 1 April. IPEH delivers a safe and connected service to families and their children from conception to 25 years of age. The service model is based on six district area hubs, meeting the needs of vulnerable families in local communities. All delivery points are fully operational and it is expected that 90% of posts will be filled by the end of July. Staff are being supported into new roles through a workforce development plan and a series of introductory whole-service meetings have been held. A new performance plan will support the evaluation of IPEH's achievements over the first year. The new service has been strongly promoted to its many partners and stakeholders and the initial response has been very positive.

2 Social Worker Recruitment and Retention

The Cabinet Member is pleased to report a £1.27m investment into children's social care in West Sussex. The targeted recruitment and retention strategy was introduced in April to address the challenges the County Council has recruiting experienced social workers. The strategy includes a phased market supplement to better align children's social worker pay with the market across the South East and enhanced career progression potential for the most experienced and skilled social workers. The County Council's recruitment website has been updated, social media and online presence have been enhanced and the first in a series of articles in a social work professional journal on the new offer has been published. In the final week of June a pilot recruitment event was held in Horsham. Early indications suggest a positive impact on the recruitment of experienced social workers and this will be monitored closely over the coming months.

Start of Life

Richard Burrett Education and Skills



3 Free Schools announced for West Sussex

On 12 April the Secretary of State for Education announced seven new free schools for West Sussex as part of the [Wave 12 Free School decision](#). The schools announced, along with the academy sponsor, were as follows:

- Wickhurst Green Primary School, Broadbridge Heath, Horsham (GLF)
- Kilnwood Vale Primary School, Crawley (GLF)
- Forge Wood High, Crawley (GLF)
- Bohunt, Horsham - all through school (Bohunt)
- Hurst Farm Primary, Haywards Heath (Sussex Learning Trust)
- New Horizons Primary School, Durrington, Worthing (New Horizons)
- St Clement CE Primary Academy, Shoreham (Bishop Otter Academy Trust)

When all seven new free schools are completed they will provide almost 4,000 additional school places across West Sussex and the Department for Education (DfE) is currently in discussions with the County Council and other agencies to agree sites and opening dates. Each of the new free schools will be an academy and the DfE, in discussion with the Regional Schools Commissioner, decided who the academy sponsors will be. Capital funding for the new free schools will come directly from the DfE and the Education & Skills Funding Agency will deliver the projects.

4 Procurement for Secondary Schools Catering

The Cabinet Member has taken a decision to commence a procurement exercise to for a new Secondary Schools Catering Service Provider Framework. This will enable the County Council to meet its legal obligation for a free school meals service. Whilst it is not a legal obligation, the Council also expects the provision of a student paid meal service within these contracts. Twelve schools participate in the current framework which is due to end on 31 May 2018. Creating a framework of catering contractors provides the flexibility to take account of the varying dates that existing contracts end and gives opportunities for any secondary school that does not currently use the Framework to access it. Schools are being involved in the procurement process and pupils, parents, governors and school staff will be able to take part in meal tasting sessions, which form part of the evaluation process for bidders.

5 Primary and Secondary Admissions

The Cabinet Member is pleased to report that more parents have been offered their preferred primary school place for September 2017 than in previous years. The total number of offers made for starting school, junior transfer and

Cabinet: Item 7

(Links marked with an * are to documents in pdf format)

secondary transfer on National Allocation Days was 19,426. For West Sussex children in the primary allocation 90.2% were offered their parents first preferences compared to the national figure of 90% and 98.6% were offered one of their three preferences. For West Sussex children in the secondary transfer, 91.1% were offered their first preference school where the national figure was 83.5% and 98.3% achieving a place at one of their three preference schools. The trend for applications to be made on-line is also increasing with 96.3% of all applications made for starting school, 93.6% for junior transfer and 95.4% of secondary transfer applications submitted via the County Council website.

6 Key Stage 1 and 2 outcomes

The Cabinet Member has congratulated pupils, teachers, schools and academies on the Key Stage 1 and 2 results reported this month. 2016 was the first year of assessment under the Interim Framework for Testing and Assessment, and the unvalidated first release suggests that West Sussex primary schools have achieved improved results in 2017. At Key Stage 2, 55% of pupils gained the expected achievement in the combined figure of reading, writing and maths. This compares with the national figure of 61%. It does however show an improvement on last year's figure of 45%. The national figures for Key Stage 1 results are not available yet. However, within West Sussex, 56% of pupils gained expected outcomes in reading, writing and maths at Key Stage 1, an improvement on last year's figure of 48%. The detailed analysis of the performance of pupils from vulnerable groups including Children Looked After and those in receipt of free school meals will be done over the summer, but the Cabinet Member is confident that they will have narrowed the gap between their results and those of their peers. The County Council is working with primary school leaders on plans to sustain this upward trend and further build the successful performance of children in West Sussex.

The Economy

Louise Goldsmith Economy



7 Experience West Sussex

In April the County Council launched the 'Experience West Sussex' visitor marketing campaign for 2017. Experience West Sussex is the new branding for the West Sussex Weekends Campaign which was launched in 2015 to support the growth of the West Sussex economy by supporting and promoting local businesses and encouraging younger people to visit West Sussex. The Campaign is led by the County Council in partnership with the Coastal West Sussex Visitor Tourism Group. The new branding, which includes a [website](#) and social media campaigns on [Facebook](#), [twitter](#) and [Instagram](#), represents the new broader themes of active days, new experiences, back-to-nature family outings and

(Links marked with an * are to documents in pdf format)

cultural encounters. As part of the campaign, a photo competition will be launched in July, asking for residents and visitors to upload photos which best convey the Experience West Sussex themes onto the Experience West Sussex social media sites. Local businesses featured in the campaign have offered prizes for the competition.

8 Taste West Sussex Food and Drink Initiative

A new initiative is being developed to support the local food and drink sector, an important one for the county, with many distinct and successful products. The County Council wants to help ensure West Sussex is a place where food and drink entrepreneurs can thrive and, following consultation with partners and businesses, is planning a series of activities to improve the exposure of West Sussex food and drink producers with a view to increased sales and business growth. The activities will be linked to [Taste West Sussex](#) and will also provide support and advice to businesses on how to grow their business, getting products to customers, pricing products for markets and being effective in engagements with product buyers. As part of the planned activities, there will be an event in the early part of 2018 to bring producers and buyers together to do business.

9 Bognor Regis Creative Digital Hub

In June Nick Gibb, MP for Bognor Regis and Littlehampton, visited the proposed site for the creative digital hub at Bognor Regis railway station. The County Council has developed the project in partnership with Arun District Council and with the support of Hemingway Design. The hub will provide shared workspace for businesses in the creative digital sector, creating an environment where start-ups and freelancers can work together, share facilities, network and have access to training and support. The project is closely linked to the University of Chichester's plans for a new tech park in the town. The hub will boost economic growth in the town and, with its partners, the County Council will explore further initiatives to engage with the community of Bognor Regis and develop its economy.

Later Life

Louise Goldsmith Adults Social Care



10 Care Home Open Day

The fifth UK-wide Care Home Open Day 2017 took place on 16 June. The emphasis is on connecting with local communities, developing lasting relationships and encouraging intergenerational rapport. The theme for 2017 was 'Friendship'. Thousands of care homes take part each year, opening their doors and welcoming the public to activities that help to create lasting links between residents and their local communities. Members' visits included one to Skylark House in Horsham where the local member joined residents in a cream tea with Pimm's, live music from a local guitarist and also a visit from an animal

Cabinet: Item 7

(Links marked with an * are to documents in pdf format)

handling group who provided an innovative, sensory experience for residents for fun but also enhancing life-long learning. The County Council is pleased to promote Care Home Open Day and the Leader would be happy to hear feedback from other members who visited homes in their areas.

11 National Carers Week

National Carers week 2017 took place between 12 and 18 June. The aim of the annual event is to celebrate family and friend carers and the amazing work that they do. Hosted by [Carers Support West Sussex](#), (CSWS) and other partners such as Crossroads Care, British Red Cross and Impact Workability, carers across the county were able to join in a number of different events throughout the week such as a vintage-themed tea party in Lancing, a visit to the Weald and Downland Living Museum near Chichester and, in Broadbridge Heath, a practical demonstration of how Punjabi street food dishes are made. A Pop-up Shop was also set up in Swan Walk, Horsham where carers were able to meet fellow carers and learn more about the services available to them from CSWS and partner organisations. The week-long celebration of carers showcases the many and varied organisations working in partnership to support family and friend carers in the county, helping to connect them with each other, share news and learning and to raise awareness among carers that they are there to help.

12 Care and Business Support Team

The County Council's Care and Business Support Team (CaBS) was created in January 2016 to focus on supporting current services and businesses in the West Sussex care sector and also attracting new investment into it. One programme delivered by CaBS is the Person Centred Safeguarding Champions (PCSC) programme, which 44 services are due to complete. The programme is on the Skills for Care website, in the '[Learning from others](#)' section, as a model of good practice and has been recognised as an exemplar by the [Association of Directors of Adult Social Services](#), which has included the programme as part of a collection of resources for Safeguarding Adults Boards and key partner agencies. Based on a recent survey of businesses the team has worked with, 98% would recommend CaBS to other care providers. West Sussex continues to have a higher than average [Care Quality Commission \(CQC\)](#) rating when compared to the national and local average. CQC have recognised the support of the CaBS to help raise a care home's rating.

Later Life

Peter Catchpole Health



13 Falls Prevention

In 2015/16, there were approximately 4,410 emergency hospital admissions due

(Links marked with an * are to documents in pdf format)

to falls among adults aged 65 and above in West Sussex, a rate of 2,166 per 100,000 population, higher than the South East average, and similar to the England average. The number of admissions is expected to rise to 7,330 over the next 25 years. The number of women admitted as a result of a fall in this age group is greater than for men. The County Council's Public Health Team, with members of the multi-agency West Sussex Falls and Fracture Prevention Steering Group, is leading on action to address this issue, which includes:

- Increasing the number of trained strength and balance instructors and classes in the county. A systematic review found that group-based strength and balance exercise reduces the rate of falls by 29%.
- Two falls prevention events for workers in contact with vulnerable older people are planned for autumn 2017 and will focus on how to identify if someone is at risk, what actions to take (including self-care) and who to contact for support. This is an opportunity to embed National Institute for Care and Excellence and Public Health England guidance that all older people coming into contact with professionals and organisations should be asked routinely about falls.
- A new 'one point of call' for falls prevention support is being piloted by the Clinical Commissioning Groups in the north of the county. It is hoped this pilot will create greater integration between health, social care, and community falls prevention support, reducing duplication and ensuring the patient/client accesses timely and appropriate support.

14 Sugar Reduction in Primary School Meals

The County Council's Catering Service Manager attended the Westminster Food and Nutrition Keynote Seminar on 27 June. This was an opportunity for the County Council to contribute to the debate on the Whole Systems Approach to Obesity which is a co-ordinated action across multiple sectors including those influencing the retail sector. It was also an opportunity to outline how the County Council is tackling obesity within its local population. This included the achievement by the County Council in reducing the amount of sugar in primary school meals, which contributed to an award by Public Health England in September 2016 for the West Sussex Sugar Reduction Programme. The County Catering Service worked collaboratively with its school meals contractor, Chartwells, and the Public Health Directorate to reduce daily sugar consumption from 18.5g per child (in late 2014) to a figure today of 6.6g per child (over 2 kilos per child per school year). This represents an average 65% sugar reduction in just over two years benefiting 30,000 primary school children.

Stronger Communities

Deborah Urquhart Environment



15 Waste Partnership Award

The West Sussex Waste Partnership was recognised for delivering the 'Best Local

Cabinet: Item 7

(Links marked with an * are to documents in pdf format)

Authority Recycling Initiative' at an awards ceremony on 18 May. The Partnership beat national competition to the title for successfully developing the recycling rates of flats and communal properties at the 2017 Awards for Excellence in Recycling and Waste Management. The project was run in conjunction with six district and borough councils and reached 1,136 households from February 2016 until March this year. The trial was designed to target and improve both practical obstacles and residents' attitudes towards recycling in communal housing. The trial resulted in more than three tonnes of extra recycling being collected every fortnight which represents a 100% increase.

16 Think Before You Throw Campaign

The County Council's Waste Management Services have launched a new countywide campaign to encourage all West Sussex residents to 'Think Before You Throw'. The aim of the campaign is to increase the recycling rate to 50% and divert as much waste as possible from landfill. Latest figures show that about 20% of all items in West Sussex bins could be recycled and it costs over £3m each year to dispose of them. A media campaign has been launched encouraging residents to visit www.thinkbeforeyouthrow.co.uk to watch a film that visualises the amount of recycling going to waste in West Sussex and to learn more about the common household items that are being thrown away, for example, plastic pots, tubs and trays, glass food jars, metal cans, aerosols, coffee cups and foil.

17 Household Waste Recycling Sites

The County Council has listened to concerns raised by traders on the Arun Business Park in Bognor and local people around Littlehampton Household Waste Recycling Sites, about the impact of users queuing outside those sites prior to the sites opening at 10.00 a.m. It has been agreed that, on a pilot basis, the opening hours at Bognor and Littlehampton will revert to 8.00 a.m. on weekdays and 9.00 a.m. at weekends and Bank Holidays. The days of operation at these sites remain unchanged as do the days of operation and opening hours at all other sites. This provides a 'control' to help assess the impact of the pilot. The County Council is very much aware of issues at other sites and the impact of the changes at all sites will be reviewed, as originally envisaged, after a year of operation, in the autumn.

18 Buchan Park Certificate of Excellence

One of the County Council's countryside sites has been recognised with a prestigious travel award. Buchan Country Park, 170 acres of beautiful countryside off Horsham Road near Crawley, has been awarded a TripAdvisor Certificate of Excellence for 2017. The park, which has also won the Green Flag Award every year since 2010, is a designated Site of Special Scientific Interest as it is of national importance for its dragonfly populations. The park is a haven for quiet recreation and is an excellent place for walking, watching wildlife or enjoying a picnic. The network of hard-surfaced paths ensures easy access in all weather conditions. There is a Countryside Centre that provides information and displays about the park and wider countryside. The Countryside Management Team is passionate about the park and work hard to ensure high standards of customer care. They work alongside volunteers and community groups to maintain and promote this beautiful public space.

Stronger Communities

Bob Lanzer Infrastructure and Highways



19 Road Space Audits

Following an Executive Task and Finish Group looking at Road Space Audits (RSAs) the Cabinet Member has considered whether RSAs could be made available as an approach to parking management across the county. Work has been ongoing across the county on the RSA Programme and the following update is provided:

- **Chichester** – the RSA will be made available on the [‘Have Your Say’](#) website for comment from July 2017. The results will be discussed with members later in the summer.
- **Crawley** – An initial ‘discovery phase’ consisting of a desk-top exercise to ascertain the impact of local studies on a potential RSA will be carried out. The outcome of this will inform a workshop with officers and a second workshop with County and Borough Council members to determine the preferred scope of an RSA.
- **Burgess Hill** – Funding has been secured by Mid Sussex District Council for an RSA for the town and discussions are now taking place to determine what a study might consist of. Following these discussions, costs and timescales will be confirmed.
- **East Grinstead** – Funding has been secured by Mid Sussex District Council for an RSA for the town.
- **Worthing** – It is hoped that an RSA will be commissioned by the County Council later in the year.

20 A285 Road Safety Scheme

The A285 between Chichester and Petworth has been described by the Road Safety Foundation as ‘persistently the highest risk road in Britain’ (EuroRAP 2016). The Department for Transport has allowed authorities to bid for a share of a national Road Safety Fund of £175m to upgrade high risk roads. The County Council has submitted two separate bids of £1m and £1.5m to upgrade the quality and safety of the A285. The first £1m bid was successful and the County Council will be notified if the second bid is successful during July. Once this is known it is hoped that improvement works will be programmed during the autumn and winter. Over half of the accidents reported on the road involve vehicles leaving the road. The improvement works would therefore include the introduction of a ribbed edge line and a new hard strip on the edge of the road.

21 Better Connected Project - Broadband

The ‘Better Connected’ Project continues to provide premises across the county with access to ‘superfast’ broadband and will continue to do so until the end of

Cabinet: Item 7

(Links marked with an * are to documents in pdf format)

2018 when the deployment will be complete. By the end of 2018 the County Council will have invested nearly £10m as part of the £30m Better Connected programme to provide fibre broadband coverage to more than 95% of premises in West Sussex. Premises are benefiting from access to better, faster fibre broadband and British Telecom (BT) has confirmed that overall take-up of new faster broadband services in West Sussex, enabled by the Better Connected Project, is now above 40%. It will not be possible to reach 100% fibre broadband coverage in the county due to available funding and technology. However, the County Council is still committed to exploring options for residents and businesses who are minded to pursue self-funded options.

Stronger Communities

Debbie Kennard Safer, Stronger Communities



22 High Rise Building Safety

The West Sussex Fire and Rescue Service (WSFRS) was able to support the response to the tragic incident at the Grenfell Tower in London by sending specialist equipment (stability meters), with a firefighter who assisted with the implementation of the equipment. In West Sussex there are 79 high rise (six floors plus) buildings. WSFRS, local councils and management companies are working together to ensure that these buildings are fully compliant with relevant legislation. A co-ordinated approach to inspections and the identification of risk is being led by WSFRS. Attention has focused on 16 residential, high-rise properties. To date no building has been identified with the specific cladding that is a cause for concern. Fire crews have engaged with residents of all high rise buildings to provide safety advice, home safety checks and re-assurance. WSFRS advocates the installation of sprinklers and will work to ensure that these are incorporated where appropriate. No fire safety issues have been identified following a review of the County Council estate buildings. A required return to the Department for Education with regard to schools premises has been completed and an ongoing review of the school estate is underway.

23 Prevent

Following the recent rise in terror attacks the Cabinet Member has reiterated the information and support for any West Sussex residents becoming aware of or experiencing hate incidents and crimes. These can be reported to the Hate Incident Support Service operated for the County Council by [Victim Support Sussex](#). Further details and an online reporting form are available on the County Council's website on the [Report a Hate Crime](#) page. All residents should try to keep West Sussex communities safe. Nationally the Government has launched a campaign known as ACT: [Action Counters Terrorism](#). The campaign asks the public to act on their instincts to help tackle the terrorist threat, reassuring

(Links marked with an * are to documents in pdf format)

communities not to be concerned about wasting police time or getting someone into trouble, with the message 'don't worry, don't delay, just act'. The public is asked to:

- report suspicious activity to the police by calling confidentially on 0800 789 321 or at gov.uk/ACT;
- report online terrorist and violent extremist material [online](#);
- Remain alert at home, work and when out and about, so that all can play their part in defeating terrorism and keeping everyone safe; and
- in an emergency, to always call 999.

Effective Council

Jeremy Hunt Finance and Resources



24 Apprenticeship Levy

The Apprenticeship Levy, a payment by the County Council of approximately £1.6m (£1m for schools-based staff and £600,000 for non-schools staff), became effective from April. Her Majesty's Revenue and Customs (HMRC) tops this up by 10%, creating an annual apprenticeship fund of about £1.8m. This can only be spent on apprenticeship training (not salaries). As a public sector body, the County Council has a target to have 2.3% of its workforce (by headcount) starting apprenticeships per year, (circa 380). The Council has committed to work towards meeting this target, maximising spend of the fund, whilst not unduly increasing the size of the pay bill. The focus is on converting existing qualifications or development training. Schools are being encouraged to offer apprenticeships within the workforce, especially in the hard to recruit to roles. Apprenticeships are also being promoted as an alternative to university. The County Council is leading the collaboration with neighbouring authorities for procuring apprenticeship training providers.

25 PropCo Update

The next project in the County Council's Propco Programme is now being progressed with the development of land at the former Angel's Nursery in Barnham where planning permission for 95 dwellings was finally granted in May. A delivery partner is now being procured to assist the preparation of a final business case to confirm the proposed development. Planning approval has also recently been gained on two other sites in Crawley and Littlehampton where a selection process for construction and delivery partners is underway. As well as delivering high quality new homes, specifically designed for the local market, the PropCo Programme supports initiatives to provide affordable housing. It also supports the County Council's wider and long-term objectives in areas such as strengthening the economy in West Sussex through generating work for locally-based companies maintaining jobs and material supply chains.

Cabinet: Item 7

(Links marked with an * are to documents in pdf format)

Contact: Helen Kenny, 033022 22532

Background Papers

None