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If calling, please ask for:

Lisa Etechell

10 November 2015

Environmental and Community Services Select Committee

A meeting of the Committee will be held at **10.30am** on **18 November 2015** at **County Hall, Chichester**.

Tony Kershaw
 Director of Law, Assurance and Strategy

Agenda

Indicative Timetable

Item 1	10.30 – 10.40am	Declarations of Interests
Item 2		Minutes of the 17 September meeting
Item 3		Urgent Matters
Item 4	10.40 – 10.45am	Cabinet Member's response to the Committee's recommendations on the Public Engagement and Consultation on the Future of the 3in1 Card Young Persons Travel Scheme
Item 5	10.45 – 10.50am	Cabinet Member's response to the Committee's recommendations on the Response to Proposals for Two New Railway Stations, between Littlehaven and Ifield Stations on the Arun Valley Line
Item 6	10.50 – 11.30pm	Traffic Regulation Orders
Item 7	11.30– 12.15am	Draft Sustainability Strategy 2015-2019
Item 8	12.15 – 12.55pm	Approval to Procure Real Time Passenger Information Contract
The Committee will break for a working lunch		
Item 9	1.10 – 1.50pm	Highways and Transport Traffic Signals Maintenance Contract - Approval to Procure a Term Contract
Item 10	1.50pm – 1.55pm	Business Planning Group Report
Item 11	1.55pm – 2.05pm	Requests for call-ins
Item 12		Forward Plan of Key Decisions
Item 13		Possible items for Future Scrutiny
Item 14		Date of next meeting

1. **Declarations of Interests**

Members and officers must declare any pecuniary or personal interest in any business on the agenda. They should also make declarations at any stage such an interest becomes apparent during the meeting. Consideration should be given to leaving the meeting if the nature of the interest warrants it. If in doubt, contact Democratic Services before the meeting.

2. **Minutes of the last meeting of the Committee**

The Committee is asked to agree the minutes of the meeting of Committee held on 17 September 2015 – [attached](#)

3. **Urgent Matters**

Items not on the agenda, which the Chairman of the meeting is of the opinion, should be considered as a matter of urgency by reason of special circumstances, including cases where the Committee needs to be informed of budgetary or performance issues affecting matters within its terms of reference, which have emerged since the publication of the agenda.

4. **Cabinet Member's response to the Committee's recommendations on the Public Engagement and Consultation on the Future of the 3in1 Card Young Persons Travel Scheme**

The Committee is asked to note the Cabinet Member's response to the Committee's recommendations on the Public Engagement and Consultation on the Future of the 3in1 Card young Persons Travel Scheme – [attached](#).

5. **Cabinet Member's response to the Committee's recommendations on the Response to Proposals for Two New Railway Stations, between Littlehaven and Ifield Stations on the Arun Valley Line**

The Committee is asked to note the Cabinet Member's response to the Committee's recommendations on the Response to Proposals for Two New Railway Stations, between Littlehaven and Ifield Stations on the Arun Valley Line.

The decision to provide a response to proposals for an additional railway station to the North of Horsham has been removed from the Forward Plan. A response from the County Council will be agreed by the Cabinet Member once Network Rail have provided additional information about the potential impacts of the proposals.

6. **Traffic Regulation Orders**

Report by the Director of Highways and Transport and Head of Highway Operations – [attached](#)

This report outlines a new process for Traffic Regulation Orders (TRO's). The proposed process concerns non-complex TRO proposals. As defined by the criteria in this report, more complex TRO's will be considered for progression as a Highways Improvement scheme.

The Committee is asked to consider the proposal for a new process for the assessment and implementation of TROs and agree any comments to raise with the Cabinet Member for Highways and Transport.

7. Draft Sustainability Strategy 2015-2019

Report by Director of Strategic Planning and Place and Strategic Planning Manager - [attached](#).

This report outlines the revised Sustainability Strategy after publication of the new Corporate Plan, which includes the following new priority areas identified for action: Embedding Sustainability, Place, Resource Efficiency and Working with and influencing others. The draft action plan (Appendix B of this report) identifies the key activities and initiatives that will be undertaken to support the delivery of the revised strategy.

The Committee is asked to note the preparation of the revised Sustainability Strategy and accompanying Action Plan and submit any comments on the draft to the Cabinet Member with portfolio responsibility for Corporate Relations.

8. Approval to Procure Real Time Passenger Information Contract

Report by Executive Director of Residents & Environmental Services and Director of Highways and Transport – [attached](#).

This report outlines the scope of the existing Real Time Information (RTPI) System and why it should continue to be maintained and expanded under a new contract. The contract for the maintenance of the RTPI System and its expansion has expired and a new contract is required. Funding is in place for RTPI projects in 2016/17 and beyond, which can only be delivered if a new contract is in place.

The Committee is asked to endorse the decision to commence procurement of a new RTPI contract and to scrutinise the information within this report and identify any areas of concern.

9. Highways and Transport Traffic Signals Maintenance Contract –Approval to Procure a Term Contract

Report by Director Highways and Transport Residents Services and Head of Highways Engineering – [attached](#).

This report provides an outline of the proposals to progress with a Traffic Signals Maintenance Contract (single provider) for all Highways and Transport design, development, supply, install and maintenance services. There is a requirement to replace the current contract, which expires on 1st October 2016. It is proposed that the contract term for the Maintenance Contract will be 5 years with an additional 5 years extension, based on the supplier meeting the Key Performance Indicators (KPI's).

The Committee is asked to consider the recommendations and support the outlined proposals.

10. **Business Planning Group Report**

The report provides an update to the Committee of the Business Planning Group meeting held on 15 September 2015 setting out the key issues discussed – [attached](#)

The Committee is asked to endorse the contents of this report and the Committee's Work Programme for 2015/16, revised to reflect the Business Planning Group's discussions.

11. **Requests for Call-in**

There have been no requests for Call-in to the Select Committee within its constitutional remit since the date of the last meeting.

12. **Forward Plan of Key Decisions**

Extract from the Forward Plan December to March 2016 – [attached](#).

An extract from any Forward Plan published between the date of dispatch of the agenda and the date of the meeting will be tabled at the meeting and be available on the Internet.

The Committee is asked to consider whether it wishes to enquire into any of the forthcoming decisions within its portfolio.

13. **Possible Items for Future Scrutiny**

Members to mention any items which they believe to be of relevance to the business of the Select Committee, and suitable for scrutiny, e.g. raised with them by constituents, arising from central government initiatives etc.

14. **Date of the Next Meeting**

The next scheduled meeting of the Committee is on 14 December 2015 at 10.30 a.m. at County Hall, Chichester. Any Member wishing to place an item on the agenda for this must notify the Director of Law, Assurance and Strategy by **2 December 2015**.

Items likely to be on the agenda include:

- 3in1 Card scheme
- Pagham Harbour
- KSI performance and Road Safety Strategy

To all members of the Environmental and Community Services Select Committee