

If you would like to know more about any items in this newsletter please contact the officer shown (✉ address is the name shown with a stop between followed by @westsussex.gov.uk) or access the links via the [County Council's website](#). Significant decisions to be taken in the next four months are included in a [Forward Plan](#) of key decisions. If you would like to receive free [e-mail alerts](#) for the Forward Plan, please register via the [County Council's website](#).

## Decisions Published in the Past Week

The following proposed decisions have been published during the past week and will come into effect at the end of the call-in period unless the call-in procedure is activated

Call-in Deadline	Decision-Maker	No.	Proposal	Officer Contact
04/12/15	Cabinet Member for Adult Social Care and Health	ASCH10(15/16)	<a href="#">Extension to existing contracts for 'A Place to Live' and Supported Living Service for Adults with Learning Disabilities</a>	Suzanne T Thompson 033022 22551
04/12/15	Adur County Local Committee	A6(15/16)	<a href="#">Community Initiative Funding</a>	Paul Matthews 033022 25409
07/12/15	Adur County Local Committee	A7(15/16)	<a href="#">Nominations to School and Academy Governing Bodies</a>	Paul Matthews 033022 25409
07/12/15	Cabinet Member for Highways and Transport	HT10(15/16)	<a href="#">Horsham and Mid Sussex Agency Agreements for Parking Services</a>	Matthew Evans 033022 22538

## Decisions Confirmed

The following decisions have been confirmed in the last week

Decision-Maker	No.	Decision	Officer Contact
Cabinet Member for Highways and Transport	HT11(15/16)	<a href="#">Response to Mrs Mullins' Notice of Motion to County Council on 16 October 2015 on Fracking</a>	Matthew Evans 033022 22538

## Executive Task and Finish Group

### Highways Improvement Executive Task and Finish Group

The Cabinet Member for Highways and Transport has convened a Task and Finish Group (TFG) to consider a new

process for the identification and delivery of Highways Improvement schemes and new processes for the use of developer contributions. The TFG will submit a recommendation to the Cabinet Member by the end of February 2016. The TFG will be chaired by Mrs Duncton and the membership is as follows:

Mr Acraman, Mrs Duncton (Chairman), Mr G L Jones, Mrs Kitchen, Mrs Milson, Mr R J Oakley and Mr Oxlade

The [terms of reference are attached](#).

## Committee News - Committee Meetings

Electoral Division	Item	Subject	Committee Officer
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		<b><a href="#">Performance and Finance Select Committee</a> (3 December)</b>	<b>Adam Chisnall</b> (033022 28314)
<b>All</b>	4	<b>Response to Recommendations</b>	
The Committee will be asked to consider and note a response by the Cabinet Member for Finance in relation to the recommendations made at the 19 October meeting of the Committee on the Capital Programme 2015-21.			
<b>All</b>	6	<b>Corporate Plan and Medium Term Financial Strategy 2016/17 to 2019/20: Updated</b>	
The Committee will be asked note the report and support the proposed next steps on the budget timetable and the proposals from the review of reserves.			
<b>All</b>	7	<b>Capital Programme Governance</b>	
The Committee will be asked to provide comments on the proposals for governance of the Capital Programme for consideration by the County Council.			
<b>All</b>	8	<b>Capita Contract Reset – Follow up report</b>	
The Committee will be asked to note and make comment upon the progress being made as part of the Reset phase.			
<b>All</b>	9	<b>Total Performance Monitor – as at end of October 2015</b>	
The Committee will be asked to examine the data and supporting commentary for the October 2015 Total Performance Monitor (TPM) and make any relevant recommendations for action to the Cabinet Member or a relevant Select Committee. If a new TPM is ready between the date of despatch of the agenda and the date of the meeting it will be tabled at the meeting.			
<b>All</b>	10	<b>Treasury Management – Mid Year Review</b>	
The Committee will be asked to review, comment on and support the treasury management mid-year position.			

<b>Electoral Division</b>	<b>Item</b>	<b>Subject</b>	<b>Committee Officer</b>
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**All**                    11            **Scrutiny Work Programme**

The Committee will be asked to agree the draft work programme of the Committee, support the work programmes of the service Select Committees and recommend that County Council in December approves the scrutiny work programme for all Select Committees. The Committee will also be asked to give an early indication of any topics from the work programme for debate at future County Council meetings.

**All**                    12            **Requests for Call-in**

There has been one request for a call-in to the Select Committee within its constitutional remit since the date of the last meeting. The request was in relation to the following decision: CR5(15/16) – Proposal for new Customer Experience. The Business Planning Group (BPG) agreed not to accept the call-in for the following reason:

'As the Select Committee had previewed this decision on two occasions, the focus was on whether any significant new information had become available since the Committee's considerations. The BPG was not persuaded that any significant or new information was available. The BPG felt that the report presented at the 3 September meeting clearly highlighted risks in terms of perceived threats to staff roles, service specialisms and existing service delivery arrangements and outlined a number of measures being taken to mitigate these, including plans to engage further with staff and services in the review and redesign of services. In conclusion, the BPG believed that the Customer Experience Programme had been thoroughly scrutinised by the Performance and Finance Select Committee and therefore declined the request.'

**All**                    13            **Forward Plan of Key Decisions – December 2015 to March 2016**

Any Forward Plan published between the date of despatch of the agenda and the date of the meeting will be tabled at the meeting. The Committee will be invited to consider whether it wishes to enquire into any of the forthcoming decisions within its portfolios.

**All**                    14            **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.

**All**                    15            **Date of the Next Meeting**

The next scheduled formal meeting of the Committee will be held on 21 January 2016, at 10.30 a.m. at County Hall, Chichester. Probable agenda items include:

- Draft Budget 2016/17
- Treasury Management Strategy
- Total Performance Monitor
- Business Case for Land at Angels and Hyde Nurseries, Barnham

Any member wishing to place an item on the agenda for that meeting must notify the Director of Law, Assurance and Strategy by 11 January 2016.

Electoral Division	Item	Subject	Committee Officer
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[Health and Adult Social Care Select Committee](#) (4 December)

✉  
**Rob Castle**  
 (033022 22546)

**Please note: The meeting will start at 1.30 p.m**

**All**            4            **Responses to Recommendations made at the 1 October Meeting**

The Committee will be asked to note the responses from the Cabinet Member for Adult Social Care and Health, the Chairman of the Performance and Finance Select Committee and the Chairman of the Health and Wellbeing Board.

**All**            5            **Forward Plan of Key Decisions – December 2015 to March 2016**

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 will be asked to consider whether it wishes to enquire into any of the forthcoming decisions within its portfolio.

**All**            6            **Sussex Partnership NHS Foundation Trust's Quality Improvement Plan**

The Committee will be asked to consider the Quality Improvement Plan (Our 2020 Vision) from Sussex Partnership NHS Foundation Trust (SPFT). The Plan describes what SPFT is doing, in partnership with other organisations it works with, following the issues raised by the Care Quality Commission (CQC) when it reviewed its services in January 2015. The Committee will be asked to consider and comment upon SPFT's immediate and on-going actions undertaken in response to the CQC report, in particular the improvement themes included in SPFT's Quality Improvement Plan (Our 2020 Vision) and consider whether any further scrutiny is required.

**All**            7            **South East Coast Ambulance Service (SECAMB) NHS Foundation Trust 'Red 3' Pilot**

The Committee will be asked to consider a briefing document and presentation on details of SECAMB's 'Red 3' pilot for the re-triaging of calls from its NHS 111 service to its 999 service between 20 December 2014 and 24 February 2015, including reviews and findings to date and actions required by the health sector regulator, Monitor. Representatives from SECAMB will be in attendance to present and answer questions from the Committee. The Committee will be asked to:

- (i) Consider and comment upon SECAMB's 'Red 3' Pilot and immediate actions undertaken, as a result of the findings from NHS England and SECAMB's internal reviews; and
- (ii) Invite SECAMB to share the findings of the Forensic, Patient Impact and Governance reviews, as required by Monitor, as soon after April 2016 with the Committee's Business Planning Group to decide if any further formal scrutiny is required.

**All**            8            **Business Planning Group Report**

The Committee will be asked to consider the report of the Business Planning Group meeting held on 24 September 2015 setting out the key issues discussed. The Committee will be asked to endorse the contents of the report, and particularly the Committee's Work Programme revised to reflect the Business Planning Group's discussions.

<b>Electoral Division</b>	<b>Item</b>	<b>Subject</b>	<b>Committee Officer</b>
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**All**                      9                      **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. The Director of Law, Assurance and Strategy will report any requests since the publication of the agenda papers.

**All**                      10                      **Possible items for Future Scrutiny**

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

**All**                      11                      **Date of Next Meeting**

The next meeting of the Committee is scheduled to take place on 20 January 2016 at 10.30 a.m. at County Hall, Chichester. Any member wishing to place an item on the agenda for the meeting must notify the Director of Law, Assurance and Strategy by 5 January 2016.

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**Cabinet (26 January)**



**Matthew Evans**  
(033022 22538)

Please note that, in consultation with the Leader, the meeting of the Cabinet due to be held on Tuesday, 26 January 2016 has been put back to 2.15 p.m. on Tuesday, 2 February 2016 in order to give more time for consideration of comments from members and Select Committees on detailed savings proposals prior to consideration of the budget by the County Council on 19 February 2016.

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## Weekly News

<b>Electoral Division</b>	<b>No.</b>	<b>Subject</b>	<b>Officer Contact</b>
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**Community Wellbeing**



**All**                      1                      **Stay Well this Winter**

**Nicky Gale**  
(033022 28696)

Winter conditions can be seriously bad for our health, especially for people aged 65 or over, and people with long-term conditions. The County Council wants to help protect you and those you care for. There are a number of things which can help prepare us against the cold weather:

- Protect yourself against flu by getting the flu vaccination. Those over 65, pregnant women, children aged two to four and in school years 1 and 2 and people with long-term health conditions can receive this free from their GP or pharmacist.

It is important to keep warm – both inside and outdoors, so if possible keep homes at least 18°C (65°F) and at the first sign of illness, seek immediate advice and help from your pharmacist. For more information about

Electoral Division	No.	Subject	Officer Contact
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keeping warm this winter download the [West Sussex keep warm keep well booklet](#).

- Take prescribed medicines as directed and pick up any prescription medicines before Christmas Eve.
- If you do need help over the holiday period when your GP surgery or pharmacy is closed, call NHS 111 or visit the [NHS Choices website](#).
- The Stay well this winter campaign can help you and your family prepare for winter. Visit the [Stay well this winter website](#) (<https://www.nhs.uk/staywell/>) for more details.
- Further information about preparing for winter can be found on the [County Council's website](#).

## Adult Social Care and Health



<b>All</b>	2	<b>Safeguarding Adults Effectively in West Sussex</b>	<b>Suzanne T Thompson</b> (033022 22551)
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The Cabinet Member for Adult Social Care and Health has been asked by the Health and Adult Social Care Select Committee to ensure that members of the County Council have clarity on who they should contact if they have operational concerns about adults' safeguarding. Information on raising concern about an adult, both immediate and less urgent, can be accessed on the County Council's adult social care and health [webpages](#).

## Communications

### County Council Press Releases up to 27 November

20/11/15 - [Firefighters in West Sussex back Brake Road Safety Week](#)

Firefighters in West Sussex are encouraging people to 'Drive Less, Live More' in support of a national campaign by road safety charity Brake next week (November 23 to 29)

20/11/15 - [Two days successfully navigating the high seas for young carers](#)

Nine young carers rose to the challenges of seafaring in a confidence building weekend

23/11/15 - ["FireBreak has boosted my confidence," says Chichester student](#)

"I feel more confident" is what one student declared to firefighters after graduating from the latest FireBreak course at Bognor Fire Station on Friday (November 20)

23/11/15 - [Communities Secretary pays tribute to response of emergency services to Shoreham Air Show tragedy at Memorial Service](#)

The Secretary of State for Communities joined by emergency services bosses who praised staff for their dedication during poignant service

23/11/15 - [Facebook seller caught with fake DVDs](#)

Eight months suspended jail sentence for Worthing man caught illegally downloading and selling copied DVDs

23/11/15 - [Funding available for Western Arun good causes](#)

Charities and community projects being urged not to miss out

24/11/15 - [Ambulance concerns and improvements on mental health services on agenda at select committee](#)

West Sussex Health and Adult Social Care Select Committee will be looking at the results of a pilot project by South East Coast Ambulance

25/11/15 - [Awarding of funding on agenda at Joint Eastern Arun Area Committee](#)

Local projects will find out whether they were granted funding at an upcoming Joint Eastern Arun Area Committee

25/11/15 - [West Sussex Fire & Rescue Service is recruiting new firefighters](#)

West Sussex Fire & Rescue Service is set to recruit new wholetime Community Firefighters for the first time in more than eight years

26/11/15 - [Trading Standards remind parents on the dangers of 'button' batteries](#)

Ensure any small 'button' batteries are securely fixed in place, say officers

26/11/15 - [Grants to be given for South Mid Sussex causes](#)

Good causes will be backed at the South Mid Sussex County Local Committee meeting on Tuesday, 1 December

26/11/15 - [It's the most wonderful time of the year... for recycling](#)

Yule love this Christmas creation, made to raise awareness of plastic waste

27/11/15 - [Wheat bag warning after lucky escape for elderly lady in Goring](#)

Wheat bag was accidentally overheated which caused it to ignite

27/11/15 - [Five million small businesses, one big day](#)

Free materials and support ahead of Small Business Saturday on 5 December

**For further information on or copies of the press releases listed please contact Philippa Eld in the Communications Unit on (033022 22418) or ✉ [philippa.eld](mailto:philippa.eld)**

## Planning Applications registered in the week ending 27/11/15

### COUNTY MATTER MINERALS AND WASTE PLANNING APPLICATIONS

Applications submitted under the Town & Country Planning  
(Development Management Procedure) (England) Order 2010

Application No Applicant Grid Ref	Proposal/Location	Date Registered	Provisional Decision Method	Local Member
<a href="#">WSCC/073/15/SP</a> Sir Charles Burrell GR: 515822 121509	Amendment of conditions 2, 4, 5 and 7 of planning permission WSCC/028/11/SP to amend the phasing of the construction of the landscape enhancement features and the timescales associated with the progressive restoration works. At Knepp Castle, West Grinstead, West Sussex, RH13 8LJ	24/11/15	Delegated	Mrs Jupp

Application No Applicant Grid Ref	Proposal/Location	Date Registered	Provisional Decision Method	Local Member
<a href="#">WSCC/074/15/LU</a> Medisort Limited GR: 502090 102649	Extension to first floor of office block with partially enclosed external staircase. At Unit B, Arunside Industrial Estate, Fort Road, Littlehampton, West Sussex, BN17 7QU	26/11/15	Delegated	Mr Buckland

### COUNTY COUNCIL PROPOSALS (REGULATION 3, 4 and 13)

Applications submitted under the Town & Country Planning  
(Development Management Procedure) (England) Order 2010

Application No Applicant Grid Ref	Proposal/Location	Date Registered	Provisional Decision Method	Local Member
<a href="#">WSCC/075/15/CR</a> Executive Director Residents' Services GR: 525097 136029	First floor extension to provide an additional classroom and two ground floor extensions to provide additional offices. At Gossops Green Community Primary School, Kidborough Road, Gossops Green, Crawley, RH11 8HW	27/11/15	Delegated	Mrs Mullins

**Comments on any of the above planning applications should be made by 23/12/15 to [planning.applications@westsussex.gov.uk](mailto:planning.applications@westsussex.gov.uk) or if you require further information, please contact County Planning on (01243) 642118**

## Strategic Planning Business Unit - Planning Applications

The attached [report](#) (pdf file) contains all the planning applications received by the County Highways Team from the seven borough and district councils over the past week where comments on highways, ecology, landscaping and archaeology have been requested. An Excel spreadsheet of this report is also available on request via the following email address: [SU.Local.Development@westsussex.gov.uk](mailto:SU.Local.Development@westsussex.gov.uk). If you have any further questions or would like to enquire about an application that does not appear on the list or one on which you would like to be updated, please contact Dominic Smith on 033022 25711.

## Public Rights of Way - Notification of Application for change to the Path Network sent out for Public Consultation

The following proposal has been investigated and sent out for public consultation. Members may obtain further information by contacting the case officer. Comments on the proposal must be made by 14 January 2016. If substantive objections are raised by members or consultees the application will be referred to the Rights of Way Committee for determination.

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<b>Parish/ path number</b>	<b>Proposal</b>	<b>Site Location</b>	<b>Case Officer</b>	<b>Local Member</b>
<a href="#">Ashurst footpath 2519</a>	To divert path from position close to house and farm buildings onto a slightly more western cross field route.	Eatons Farm, Ashurst	Judith Grimwood 033022 26705	Mr Barling

For further information about the Members' Information Service please contact Clare Jones on 033022 22526 or ✉ [clare.jones](mailto:clare.jones)